

GRIEVANCE AND APPEALS FORM

This form is intended to help you define what the problem is and tell us what you have already done to try and resolve it. It will also guide you in evidence required to support your grievance or appeal. All grievances and appeals will be handled according to the process outlined in Global Leadership Institute's Student Grievance and Appeals Policy:

<https://www.gli.edu.au/policies/student-grievance-and-appeals-policy>

Type of Appeal	Academic ☐	Non-Academic ☐
Appellant	I am a domestic student (or applicant) ☐	I am an international student (or applicant) ☐
Student ID (if applicable)		
Full Name		
Email Address		
Address		
Phone Number		

COURSE DETAILS

Course are you enrolled in or applying to enrol in	
Unit(s) concerned (if an academic appeal)	

GRIEVANCE

Describe your grievance. Please include specific details, including relevant incidents, names, and dates. Attach additional sheets if necessary.

Have you tried to resolve this issue informally? ☐ Yes ☐ No

If yes, please provide a summary of the process below.

What is your proposed resolution to settle the grievance?

INTERNAL APPEAL

Describe your grounds for internal appeal regarding the results of your grievance application. Please include specific details, including outcomes of the grievance application and evidence of new information as the basis of this appeal. Attach additional sheets if necessary.

What is your proposed resolution for the appeal, based on the new evidence you have provided?

STUDENT OR APPLICANT DECLARATION

I declare that the information provided by me is true and correct. I have read and understood the information contained on this form and in the Student Grievance and Appeals Policy published on the Global Leadership Institute website:

<https://www.gli.edu.au/policies/student-grievance-and-appeals-policy>

Signature:	Date:
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PRIVACY

Information in this form will be managed in accordance with the Information and Record Management Policy:

<https://www.gli.edu.au/policies/information-and-record-management-policy>

Office Use Only:	Grievance
	Referred to Grievance and Appeals Chair: Yes ☐ No ☐
	Evidence for grievance provided: Yes ☐ No ☐
	Grievance and Appeals Panel decision: Accept ☐ Deny ☐
	Appeal
	Referred to Grievance and Appeals Committee Chair: Yes ☐ No ☐
	New evidence provided: Yes ☐ No ☐
	Grievance and Appeals Panel decision: Accept ☐ Deny ☐