

DCU Disciplinary Appeals Committee

Submission of an appeal against a decision of the Disciplinary Committee

Before completing this form, please read the Student Code of Conduct and Discipline and the Disciplinary Appeals Committee Terms of Reference.

Please submit the completed form to the Vice-President for Academic Affairs, Albert College, DCU Glasnevin campus or by email to Helen.Coleman@dcu.ie, as an attachment to an e-mail, within the timeframe specified in the Disciplinary Appeals Committee Terms of Reference.

Section A – Details of the Appellant

First name Surname
Telephone number E-mail address
Home address
Study address
(Please indicate address(es) as appropriate)
Student ID number

Section B – Details of the Decision being Appealed

Date of the hearing of the Disciplinary Committee
Reference number
Decision of the Disciplinary Committee (i.e. the decision that is being appealed)

Section C – Grounds for Appeal (Disciplinary Appeals Committee Terms of Reference, section 3) (tick the relevant box(es))

That there is new evidence or evidence which was, for good cause, not presented to the Disciplinary Committee which might reasonably have resulted in a different decision []

That there were procedural irregularities (including administrative error) such as might give rise to reasonable doubt as to whether the Disciplinary Committee would have reached the same decision had they not occurred []

That the findings of the Disciplinary Committee do not warrant the resolution that there was a breach of discipline as charged []

That the penalty imposed by the Disciplinary Committee was unreasonable having regard to all the circumstances of the case []

Section D – Evidence for submission to the Disciplinary Appeals Committee (i.e. evidence not made available to the Disciplinary Committee)

Is evidence being submitted? Yes [] No []

If yes, describe the evidence.

If yes, specify why the evidence was not made available to the Disciplinary Committee.

If yes, provide the evidence. If it is in electronic form, please e-mail it along with this form. If it is not in electronic form, please submit it to the Vice-President for Academic Affairs, Albert College, DCU Glasnevin campus or indicate where it may be accessed.

If relevant, the names and contact telephone number of any witnesses who can, and are willing to, corroborate the evidence should be indicated.

Section E – Statement to Support Appeal

Provide a concise statement to support the appeal.

Signature of appellant¹

.....

Date on which appeal submitted

¹ Electronic, if possible. If not possible, the form should be submitted in hard copy as well as electronically and should include a written signature.