

**UNIVERSITY OF GREATER MANCHESTER
STUDENT NON ACADEMIC CONDUCT AND DISCIPLINARY DECISION & ACADEMIC
MISCONDUCT DECISION – APPEAL FORM**

This form is to be completed for appeals to be dealt with under the Academic Misconduct and Student Non Academic Conduct and Disciplinary procedures.

You must submit notification of your intention to appeal within 5 working days of the formal notification of the decision you are appealing against.

Before completing this form, please refer to the University's Academic Misconduct Regulations and Procedures: <https://greatermanchester.ac.uk/student-policy-zone/student-policies-2026-27/academic-misconduct-regulations-and-procedures-2026-27>
the University's Student Non Academic Conduct and Disciplinary Policy and Procedure <https://greatermanchester.ac.uk/student-policy-zone/student-policies-2026-27/student-non-academic-conduct-and-disciplinary-policy-and-procedure>

DETAILS OF APPEAL – TO BE COMPLETED BY STUDENT	
Name:	Student Number:
Programme:	Level of study (3, 4, 5, 6, 7 or 8):
School/Partner College:	Year of Study:
Date of Panel/Hearing:	
Date of Outcome Letter:	
Addresses for correspondence in connection with your appeal:	
University email:	
Private email:	

Please indicate which Panel's decision you are appealing against:		
Student Non Academic Conduct and Disciplinary	☐	Academic Misconduct
Please confirm what it is that you are appealing:		
- the decision (that misconduct occurred) - one or more of the penalties applied - the decision and one or more penalties		
If you are appealing against one or more penalty please indicate which penalty you are appealing against? (For example these penalties may be expulsion, suspension, capping of module mark or other.)		

An appeal can only be submitted on one or more of the following grounds. Please indicate the ground(s) for your appeal by ticking the appropriate box.	
A. The penalty is inconsistent with the type and degree of misconduct found	
B. Further information is now available that the student was unable, for valid reasons, to provide earlier in the process and which may have resulted in a different outcome	
C. That there was a material administrative error or procedural irregularity in the conduct of the Hearing of such a nature as to cause significant doubt whether the decision might have been different if the error or irregularity had not occurred	
In relation to the ground(s) you have indicated above (A, B or C), please explain for each relevant ground why you are dissatisfied with the decision or penalty at the previous stage of the Procedure.	
Ground A Please list the documentary evidence you intend to use, and clearly explain why this was not available at an earlier stage of the procedure and the relevance of the evidence to your appeal (include relevant documents with your submitted appeal, or indicate to follow with timescale for their availability).	
Please list relevant documents below:	
Ground B Please explain why you believe that there was an 'irregularity' in the Procedure in how your case has been considered at a previous stage of the process and how you believe this has affected the outcome (include relevant documents with your submitted appeal, or indicate 'to follow' with timescale for their availability).	
Please provide an explanation below together with a list of relevant documents:	
Ground C Please explain why you believe the outcome reached at an earlier stage was 'manifestly unreasonable' and the evidence you wish to use to support this (include relevant documents with your submitted appeal, or indicate 'to follow' with timescale for their availability).	
Please provide an explanation below together with a list of relevant documents:	

Request for extension to acquire further information: Should you require further time to acquire additional documentary evidence you can make a request here. To do this you must state:

- the precise nature of the documentation to follow,
- the grounds for appeal it relates to,
- the reason that it is not currently available,
- the date by which you will be able to submit the document.

Please provide details below:

Declaration (you must complete this section)

I declare that the information given in this form is accurate, the supporting evidence is genuine, and that I have read and understood the relevant Procedures.

Name:

Date:

The completed form should be sent via e-mail to: appeals@greatermanchester.ac.uk

An officer of the University will review your appeal to confirm you have submitted your appeal in time, and have established allowable grounds with appropriate and relevant evidence.