

Appeals Committee

Purpose

Pursuant to the Assessment Rules in the Program Manual, a student may appeal (on procedural grounds only) to the Academic Appeals Committee (AAC) from any decision of the Assessment Review Committee (ARC), or from any decision of the Chief Academic Officer in respect of a finding or investigation of academic misconduct.

A student may also appeal to the Appeals Committee from a decision of the Work Experience Committee (WEC).

Terms of Reference

In determining an appeal from the ARC, the AAC will have regard to:

- whether the appeal is correctly characterised and framed, pursuant to Rule 9 of the Assessment Rules in the Program Manual, as being brought on the grounds of procedural unfairness
- whether the appeal is brought within time pursuant to Rule 9.3, and
- whether the appeal convincingly establishes grounds indicative of procedural unfairness, irregularity or error under Rule 9.1

If the answer to any of these threshold considerations is in the negative, the appeal should be dismissed, and the student informed in writing.

If the answer to all of these threshold considerations is positive, the appeal should either be allowed, or referred back to the ARC with clear directions as to what features of the original application ought to be reconsidered, and how. In either case, the student should be informed in writing in accordance with the Assessment Rules in the Program Manual.

An appeal should not be allowed simply because grounds of procedural unfairness, irregularity or error are established. If it appears to the Academic Appeals Committee that the merits of the original application are established as an automatic corollary of the threshold considerations on appeal, then the Academic Appeals Committee may substitute its own determination for that of the ARC. If the merits of the original application are not established as an automatic corollary of the threshold considerations on appeal, then the Academic Appeals Committee will refer the appeal back to the ARC.

In any case, once the appeal is determined, the student must be informed in writing and a copy of the notice referred to the relevant College board and The College of Law Academic Board.

The Academic Appeals Committee is required to report to the Academic Board via the Chief Academic Officer (CAO) on any activity, but in reality, the Academic Appeals Committee convenes very rarely.

Work Experience Committee Appeals

Pursuant to guidelines under Rule 13.2 of the Work Experience Component Rules, in considering any appeal, the Work Experience Appeals Committee ought to determine:

- whether the appeal is correctly characterised and framed, pursuant to Rule 13.3, as being brought on the grounds of procedural unfairness, irregularity or improper exercise of the Work Experience Committee's discretion under Rule 11.1, and
- whether the appeal convincingly establishes grounds indicative of procedural unfairness, irregularity or improper exercise of the Work Experience Committee's discretion under Rule 11.1

If the answer to both of these threshold considerations is positive, the appeal should either be allowed, or referred back to the WEC with clear directions as to what features of the original application ought to be reconsidered, and how. In either case, the student should be informed in writing in accordance with the Assessment Rules in the Program Manual.

Otherwise the Appeals Committee should proceed as for an appeal from the ARC.

Membership

The Appeals Committee is constituted by:

- The CEO/Principal or his/her nominee
- A lawyer, not being an employee of the College, nominated by the Chair of the Board of Governors
- A senior member of academic staff nominated by the Chair of the Academic Board.