

Student Name:

E: admissions@melbournemetrocollege.edu.au
W: www.melbournemetrocollege.edu.au

MELBOURNE: Level 5, 440 Elizabeth Street, Melbourne VIC 3000 HOBART: 73-81 Murray St, Hobart, Tasmania 7000

T: 03 99997401

Internal Appeal Form

Please ensure to fill this form correctly. Incorrect or incomplete forms will result in delays or rejections.

Phone:

	Student Number:	Email:					
	Course Name:	Date:					
	Address:						
L havebu appeal to Malhauma Matro Callage against the sim							
I hereby appeal to Melbourne Metro College against their:							
☐ Decision to not approve my Deferment, Suspension of Studies or Cancellation request							
☐ Decision to not approve my Request to Transfer Providers							
☐ Intention to report me to Department of Home Affairs for Unsatisfactory Attendance							
☐ Intention to report me to Department of Home Affairs for Unsatisfactory Course Progress							
☐ Intention to report me to Department of Home Affairs for Misconduct							
□In	tention to report me to Department of Home Affai	rs for Non-payment of Fees					
☐ Decision relating to an Academic Result							
□о	ther (Please specify)						
Grounds for Appeal (Please indicate on which ground/s you wish to appeal)							
☐ New evidence, being evidence not reasonably available to MMC at the time of the original decision; and/or							
□ Procedural irregularity							





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☐ Other (Compassionate or Compelling Circumstances)					
Summary of your grounds for appeal (Please attach additional sheets if required along with all supporting documentation)					
MELBOURNE Metro College Learn. Grow. Become RTO NO: 52791: Cricos Code: 03831C					
Please note: You must appeal within 20 working days from the date of MMC's decision. During this time and while the appeal is being considered, you must attend all classes.					
Student Declaration: The above information provided by me is accurate, true and correct.					
Student Signature:					

ABN: 56610041775



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Date:			

Office use only							
Application Received By	Name:	Signature:	Date:				
Application	APPROVED	REJECTED					
Action Taken By	Name:	Signature:	Date:				
Comments:							
MELBOURNE							
Metro College							