



University of Technology, Sydney

RULE CHANGES APPROVED BY COUNCIL

Council resolved at meeting 01/7 (15.11.01):

COU/01/122.26

that the new Rules 2.1.8 and 2.1.9 relating to withdrawal of offer and cancellation of enrolment be approved as follows:

2.1.8 Withdrawal of offer and cancellation of enrolment

Applicants for admission to a course of study who provide untrue or incomplete information, including failure to disclose all previous study as required on the application form may have their offer withdrawn and their enrolment cancelled by the Registrar or his or her nominee, in any case where the provision of untrue or incomplete information results in

- (a) the advantage of the applicant and/or inequitable treatment of other applicants, or
- (b) an incorrect assessment of the applicant's meeting of the admission criteria or standards.

2.1.9 Appeal

2.1.9.1 A student may appeal against withdrawal of their offer and cancellation of enrolment under Rule 2.1.8.

2.1.9.2 An appeal must be in writing, specify and substantiate the grounds of the appeal and be lodged with the Registrar within two weeks of the date of notification.

2.1.9.3 In normal circumstances, the grounds for appeal are:

- (a) procedural irregularities; and/or
- (b) mitigating circumstances, supported by documentary evidence, which directly and significantly affected the student's ability to provide complete and true information.

2.1.9.4 The Registrar shall refer the appeal to the Deputy Vice-Chancellor (Academic). The Deputy Vice-Chancellor (Academic) may seek the recommendation of the Dean and other relevant members of staff. The Deputy Vice-Chancellor (Academic) shall then forward his or her recommendation, and the advice received, to the Registrar.

2.1.9.5 If the recommendation of the Deputy Vice-Chancellor (Academic) is that the appeal be upheld, the student shall have the cancelled enrolment re-instated and be advised of this by the Registrar. If the recommendation is to dismiss the appeal, the Registrar shall refer the appeal to an Appeals Committee (Non-disclosure), constituted under Rule 3.11, for consideration and decision.

2.1.9.6 A student whose appeal is dismissed shall have the withdrawal of offer and cancellation of enrolment confirmed by the Registrar.



University of Technology, Sydney

RULE CHANGES APPROVED BY COUNCIL

Council resolved at meeting 01/7 (15.11.01):

COU/01/122.25

that the changes to Rule 2.4.6 relating to professional experience appeals be approved as follows:

2.4.6 Appeal procedure

2.4.6.1 A student may appeal to the Professional Experience Appeals Committee against any decision taken by the Vice-Chancellor pursuant to Rule 2.4.5.

2.4.6.2 An appeal must be in writing, specify and substantiate the grounds of the appeal and be lodged with the Registrar within three weeks of the date of notification.

2.4.6.3 In normal circumstances the grounds for appeal are:

- (a) procedural irregularities which are of such a nature and extent that they are likely to have had a significant negative impact on a decision in relation to the student's ability to continue or participate in the required professional experience;
- (b) the existence of mitigating circumstances, supported by documentary evidence, which directly and significantly affected the student's performance which were not known at the time of making the decision, which are of such a nature and extent to make it likely that the student could complete the professional experience in the future;
- (c) the decision was based on factual errors of such magnitude as to invalidate the decision;
- (d) the conclusion as to the student's suitability for further professional experience was manifestly unreasonable, taking account of all the circumstances of the matter and the relevant professional standards and practices.

2.4.6.4 The Registrar shall refer the appeal to the Vice-Chancellor for any written comment that the Vice-Chancellor wishes to make. The Vice-Chancellor may seek advice from the relevant Dean and other relevant members of staff. The Vice-Chancellor shall then forward his or her comments, and the advice received, to the Registrar.

2.4.6.5 The Registrar shall then refer the Vice-Chancellor's comments to the student for the student to provide a written response. The student's response must reach the Registrar within 10 days of the date of notification. The Registrar shall then refer the student's appeal, the Vice-Chancellor's comments and the student's response to the Professional Experience Appeals Committee, constituted under Rule 3.10, for consideration and decision.



University of Technology, Sydney

RULE CHANGES APPROVED BY COUNCIL

Council resolved at meeting 01/7 (15.11.01):

COU/01/122.22

that the new Rules 3.12-3.13 relating to general committee procedures be approved as follows:

RULES RELATING TO GENERAL PROCEDURES FOR APPEALS COMMITTEES OF ACADEMIC BOARD

3.12 Procedures for Appeals

- 3.12.1 Appeals Committees shall be convened by the Registrar as required in accordance with the Standing Orders 49 to 51 of the Standing Orders of Academic Board.
- 3.12.2 Each appeal must be dealt with on its own terms and merits and in accordance with its own circumstances.
- 3.12.3 The Academic Board shall approve sets of procedural guidelines to be followed by the respective Appeals Committees established under Rules 3.8 to 3.11 above, and such guidelines shall be subject to review by the By-laws and Rules Committee, which may recommend amendments to the Academic Board.
- 3.12.4 An Appeals Committee shall determine how to handle the matters before it, consistent with the procedural guidelines which the Academic Board has approved for it. In particular, an Appeals Committee is not bound by the Rules of evidence, and may inform itself on any matter relevant to its deliberations in a way that it considers to be efficacious and reliable, consistent with basic fairness to each appellant, and having regard to the academic standards of the University.
- 3.12.5 Senior administrative staff may assist Appeals Committees, act as advisers and attend meetings as required including: Director, Student Administration Unit or nominee and Director, Student Services or nominee. In providing such expert assistance to an Appeals Committee, the members of staff shall confine their comments or contributions to the provision of factual information or technical or legal advice that is actually needed to assist the Committee deal with the matter or matters before it. They should not express any opinion about the appropriate outcome for individual cases or on the merits of any case. A note should be made of the substance of their advice and this should be kept with the official University file relating to the appeal in question.
- 3.12.6 Where in the opinion of the Registrar, an Appeals Committee, constituted under Rules 3.9, 3.10 or 3.11, is not progressing an appeal expeditiously, the Registrar may, after consultation with the Chair of the Appeal Committee, by notice in writing served on the members of the Appeals Committee and the student, dissolve that committee.

3.12.7 Where the Registrar dissolves an Appeal Committee under Rule 3.12.6, another Appeal Committee comprised in accordance with Rules 3.9 to 3.11, may be formed to inquire into the appeal, but no person who was a member of the dissolved Appeal Committee may be a member of that other Appeal Committee unless the Chair of Academic Board so resolves.

3.12.8 If a member of an Appeal Committee ceases to be a member at a point when the remaining members have reached a decision and that decision is unanimous, the decision of the remaining members will be the decision of the Appeal Committee.

3.13 Decision

- (a) A decision of an Appeals Committee requires a simple majority of the members deciding the appeal.
- (b) An Appeals Committee may
 - (i) refer a matter back to the decision-maker for further reconsideration, or
 - (ii) uphold an appeal and reverse the original decision, or
 - (iii) uphold an appeal in fact and vary the original decision, or
 - (iii) dismiss an appeal
- (c) The Chair of an Appeals Committee must provide the Registrar with the Committee's minutes within five days of the meeting at which a decision is made. The minutes must contain the record of the decision taken and the reasons for the decision.
- (d) A decision of an Appeal Committee is final and must be reported to the Academic Board for information.
- (d) The Registrar must notify the student of the Committee's decision and reasons for the decision. The Registrar may notify any other person of the decision and reasons on a need to know basis.



University of Technology, Sydney

RULE CHANGES APPROVED BY COUNCIL

Council resolved at meeting 01/7 (15.11.01):

COU/01/122.23

that the changes to Rules 3.1.20, 3.1.21, 3.2.7-3.2.9, 3.3.8-3.3.10 relating to coursework students appeals be approved as follows:

3.1.20 Appeal against exclusion

- 3.1.20.1 (a) A student may appeal against a decision to exclude pursuant to Rule 3.1.19.
- (b) An appeal against exclusion must be in writing, must specify and substantiate the grounds of the appeal and be lodged with the Registrar within three weeks of the date of notification.
- (c) In normal circumstances the grounds for appeal are
- (i) procedural irregularities; and /or
 - (ii) mitigating circumstances, supported by documentary evidence, which directly and significantly affected the student's performance, an awareness of which might have reasonably led to a decision other than exclusion; and/or
 - (iii) the decision was based on factual errors of such magnitude as to invalidate the decision.
- 3.1.20.2 The Registrar shall refer the appeal to the relevant Dean. The Dean shall seek the recommendation of the Responsible Academic Officer, and the advice of the student's academic adviser (if appropriate), and other relevant members of staff. The Dean shall then invite the student to respond to his or her recommendation and the advice received. The student's response must reach the Dean within such time as the Registrar may allow from time to time. The Dean shall then forward his or her recommendation, the advice received and the student's response to the Registrar. The Registrar shall then forward the student's appeal, the Dean's recommendation and advice received, and the student's response to the Coursework Student Appeals Committee, constituted under Rule 3.8, for consideration and decision.
- 3.1.20.3 A student whose appeal against exclusion is successful must seek advice and assistance with re-enrolment from an academic adviser from the Faculty and a student counsellor from Student Services.
- 3.1.20.4 A student whose appeal is unsuccessful may seek guidance from the Responsible Academic Officer on work or study programs to be undertaken in order to enhance opportunities for readmission after the period of exclusion has elapsed.
- ### 3.1.21 Readmission after exclusion
- 3.1.21.1 Students who wish to apply for re-admission to a course after a period of exclusion must follow normal admission procedures. Applications will only be considered for enrolment in teaching periods after the period of exclusion has elapsed. Readmission to a course after a period of exclusion is not automatic.
- 3.1.21.2 Students readmitted to a course following a period of exclusion must continue to meet minimum rates of progress.
- 3.1.21.3 Readmission to the University after two or more exclusions will only be permitted with the approval of the Faculty Board.
- 3.1.21.4 In cases where an applicant for re-admission has had his/her application declined, the applicant may request review of that decision by the Deputy Vice-Chancellor (Academic).

3.2.7 Appeal against discontinuation of registration

3.2.7.1 A Graduate Certificate/Diploma student whose registration is discontinued because of failure to complete the course in the prescribed time or for unsatisfactory progress in less than the maximum prescribed time may appeal to the Registrar against the discontinuation of registration.

3.2.7.2 (a) An appeal against discontinuation of registration must be in writing, specify and substantiate the grounds of the appeal and be lodged with the Registrar within three weeks of the date of notification.

(b) In normal circumstances the grounds for appeal are

(i) procedural irregularities; and/or

(ii) mitigating circumstances, supported by documentary evidence, which directly and significantly affected the student's performance an awareness of which might have reasonably led to a decision other than exclusion; and/or

(iii) the decision was based on factual errors of such magnitude as to invalidate the decision.

3.2.7.3 The Registrar shall refer the appeal to the Dean of the Faculty concerned, who should consult the appropriate Responsible Academic Officer and other academic staff members he/she considers relevant for a recommendation. The Dean shall then invite the student to respond to his or her recommendation and the advice received. The student's response must reach the Dean within such time as the Registrar may allow from time to time. The Dean shall then forward his or her recommendation, the advice received and the student's response to the Registrar. The Registrar shall then forward the student's appeal, the Dean's recommendation and advice received, and the student's response to the Coursework Student Appeals Committee, constituted under Rule 3.8, for consideration and decision.

3.2.8 Result of appeal

3.2.8.1 A student shall be reinstated in his/her course if the appeal is successful. A maximum period of time to complete his/her course will be determined by the Coursework Student Appeals Committee.

3.2.8.2 A student whose appeal is unsuccessful will have his/her discontinuation of registration confirmed.

3.2.9 Readmission

3.2.9.1 A student whose registration was discontinued, will not be eligible to return until a period of discontinuation of two semesters has elapsed. Students who wish to apply for re-admission to a course after discontinuation must follow normal admission procedures. Applications will only be considered for enrolment in teaching periods after the minimum period of discontinuation has elapsed. Readmission to a course after discontinuation is not automatic.

3.2.9.2 A student readmitted to his/her former course shall have determined by the appropriate Faculty Board the maximum period of time in which the student shall be permitted to complete the course.

3.2.9.3 In cases where an applicant for re-admission has had his/her application declined, the applicant may request review of that decision by the Deputy Vice-Chancellor (Academic)

3.3.8 Appeal against discontinuation of registration

3.3.8.1 A Master's degree candidate by coursework whose registration is discontinued under the terms of either Rules 3.3.7.1 or 3.3.7.2 may appeal to the Registrar against the discontinuation of registration.

3.3.8.2 (a) An appeal against discontinuation of registration must be in writing, specify and substantiate the grounds of the appeal and be lodged with the Registrar within three weeks of the date of notification.

(b) In normal circumstances the grounds for appeal are

(i) procedural irregularities; and/or

(ii) mitigating circumstances, supported by documentary evidence, which directly and significantly affected the student's performance an awareness of which might have reasonably led to a decision other than exclusion; and/or

(iii) the decision was based on factual errors of such magnitude as to invalidate the decision

3.3.8.3 The Registrar shall refer the appeal to the Dean of the Faculty concerned who should consult the appropriate Responsible Academic Officer and other academic staff members he/she considers relevant for a recommendation. The Dean shall then invite the student to respond to his or her recommendation and the advice received. The student's response must reach the Dean within such time as the Registrar may allow from time to time. The Dean shall then forward his or her recommendation, the advice received and the student's response to the Registrar. The

Registrar shall then forward the student's appeal, the Dean's recommendation and advice received, and the student's response to the Coursework Student Appeals Committee, constituted under Rule 3.8, for consideration and decision.

3.3.9 Result of appeal

3.3.9.1 A student shall be reinstated in his/her course if the appeal is successful. A maximum period of time to complete his/her course will be determined by the Coursework Student Appeals Committee.

3.3.9.2 A student whose appeal is unsuccessful will have his/her discontinuation of registration confirmed.

3.3.10 Readmission

3.3.10.1 A student whose registration was discontinued, will not be eligible to return until a period of discontinuation of two semesters has elapsed. Students who wish to apply for re-admission to a course after discontinuation must follow normal admission procedures. Applications will only be considered for enrolment in teaching periods after the minimum period of discontinuation has elapsed. Readmission to a course after discontinuation is not automatic.

3.3.10.2 A student readmitted to his/her former course shall have determined by the Faculty Board the maximum period of time in which the student shall be permitted to complete the course.

3.3.10.3 In cases where an applicant for readmission has had his/her application declined, the applicant may request review of that decision by the Deputy Vice-Chancellor (Academic).



University of Technology, Sydney

RULE CHANGES APPROVED BY COUNCIL

Council resolved at meeting 01/7 (15.11.01):

COU/01/122.24

that the changes to Rules 3.4.15-3.4.17 and 3.5.15-3.5.17 relating to postgraduate research students appeals be approved as follows:

3.4.15 Appeal against discontinuation of registration

3.4.15.1 (a) A Master's degree by thesis candidate whose registration is discontinued under the terms of Rule 3.4.14.1 may lodge an appeal with the Registrar against the discontinuation of registration.

(b) In normal circumstances, the grounds for appeal against decisions made pursuant to Rule 3.4.14.1(a) are:

(i) the existence of procedural irregularities in the Masters Assessment, in the handling of Progress Reports, or in the implementation of other requirements deemed necessary for satisfactory progress;

(ii) mitigating circumstances, supported by documentary evidence, which directly and significantly affected a candidate's progress; an awareness of which might have reasonably led to a decision other than the discontinuation of candidature.

(iii) the decision was based on factual errors of such magnitude as to invalidate the decision.

(c) In normal circumstances, the grounds for appeal against decisions made pursuant to 3.4.14.1(b) are:

(i) procedural irregularities in the conduct of the examination

(ii) documentable evidence of irregularities on the part of one or more of the examiners

3.4.15.2 An appeal against discontinuation of registration must reach the Registrar within three weeks of the date of notification.

3.4.15.3 The Registrar shall refer the appeal to the Dean of the relevant Faculty. The Dean should consult the appropriate Responsible Academic Officer and other academic staff members he/she considers relevant to enable a recommendation to be prepared. The Dean's recommendation, together with any supporting documentation must be forwarded to the Registrar. The Registrar shall then refer the Dean's recommendation to the candidate for the candidate to provide a written response to the recommendation. The candidate's response must reach the Registrar within such time as the Registrar may allow from time to time. The Registrar shall then refer the candidate's appeal, the Dean's recommendation and the candidate's response to the Postgraduate Research Students Appeals Committee, constituted under Rule 3.9, for consideration and decision.

3.4.16 Result of appeal

3.4.16.1 (a) A candidate whose appeal is successful shall be reinstated in his/her course and advised of the maximum period of time to complete his/her course as determined by the University Graduate School Board.

(b) The Postgraduate Research Students Appeals Committee shall recommend to the University Graduate School Board procedures whereby errors of process can be addressed to enable the candidate to progress with his/her program or for certain steps of the examination to be repeated as appropriate.

3.4.16.2 A candidate whose appeal is unsuccessful will have his/her discontinuation of registration confirmed.

3.4.17 Readmission

3.4.17.1 (a) A candidate whose registration was discontinued for unsatisfactory progress under Rule 3.4.14.1 (a), will not be eligible to return until a period of discontinuation of two semesters has elapsed. Students who wish to apply for re-admission to a course after discontinuation must follow normal admission procedures. Applications will only be considered for enrolment after the minimum period of discontinuation has elapsed. Readmission to a course after discontinuation is not automatic.

(b) A candidate whose registration was discontinued after examination under Rule 3.4.14.1 (b) will not be eligible for readmission into the same degree program.

3.4.17.2 In the case of a candidate readmitted to his/her former degree program, the University Graduate School Board shall determine the maximum duration of candidature allowed for the candidate to complete the program.

3.4.17.3 In cases where an applicant for readmission has had his/her application declined the applicant may request review of that decision by the Deputy Vice-Chancellor (Academic).

3.5.15 Appeal against discontinuation of registration

3.5.15.1 (a) A Doctoral degree candidate whose registration is discontinued under the terms of Rule 3.5.14 may lodge an appeal with the Registrar against the discontinuation of registration.

(b) In normal circumstances, the grounds for appeal against decisions made pursuant to Rule 3.5.15.1 (a) are:

- (i) the existence of procedural irregularities in the Doctoral Assessment, in the handling of Progress Reports, or in the implementation of other requirements deemed necessary for satisfactory progress
- (ii) mitigating circumstances, supported by documentary evidence, which directly and significantly affected a candidate's progress an awareness of which would have reasonably led to a decision other than the discontinuation of candidature
- (iii) the decision was based on factual errors of such magnitude as to invalidate the decision.

(c) In normal circumstances, the grounds for appeal against decisions made pursuant to 3.5.14(b) are:

- (i) procedural irregularities in the conduct of the examination
- (ii) documentary evidence of irregularities on the part of one or more of the examiners

3.5.15.2 An appeal against discontinuation of registration must reach the Registrar within three weeks of the date of notification.

3.5.15.3 The Registrar shall refer the appeal to the Dean of the relevant Faculty,. The Dean should consult the appropriate Responsible Academic Officer and other academic staff members he/she considers relevant to enable a recommendation to be prepared. The Dean's recommendation, together with any supporting documentation must be

forwarded to the Registrar. The Registrar shall then refer the Dean's recommendation to the candidate for the candidate to provide a written response to the recommendation. The candidate's response must reach the Registrar within 10 days of the date of notification. The Registrar shall then refer the candidate's appeal, the Dean's recommendation and the candidate's response to the Postgraduate Research Students Appeals Committee, constituted under Rule 3.9, for consideration and decision.

3.5.16 Result of appeal

3.5.16.1 (a) A candidate whose appeal is successful shall be reinstated in his/her course and advised of the maximum period of time to complete his/her course as determined by the University Graduate School Board.

(b) The Postgraduate Research Students Appeals Committee shall recommend to the University Graduate School Board procedures whereby errors of process can be addressed to enable the candidate to progress with his/her program or for certain steps of the examination to be repeated as appropriate.

3.5.16.2 A candidate whose appeal is unsuccessful will have his/her discontinuation of registration confirmed.

3.5.17 Readmission

3.5.17.1 (a) A candidate whose registration was discontinued for unsatisfactory progress under Rule 3.5.14 (a), will not be eligible to return until a period of discontinuation of two semesters has elapsed. Students who wish to apply for re-admission to a course after discontinuation must follow normal admission procedures. Applications will only be considered for enrolment after the minimum period of discontinuation has elapsed. Readmission to a course after discontinuation is not automatic

(b) A candidate whose registration was discontinued after examination under Rule 3.5.14 (b) will not be eligible for readmission into the same degree program.

3.5.17.2 In the case of a candidate readmitted to his/her former degree program, the University Graduate School Board shall determine the maximum duration of candidature allowed for the candidate to complete the program.

3.5.17.3 In cases where an applicant for readmission has had his/her application declined the applicant may request review of that decision by the Deputy Vice-Chancellor (Academic).



University of Technology, Sydney

RULE CHANGES APPROVED BY COUNCIL

Council resolved at meeting 01/7 (15.11.01):

COU/01/122.21

that the new Rules 3.7 – 3.11 relating to the constitution and terms of reference of Appeals Committees of Academic Board be approved as follows:

RULES RELATING TO THE APPEALS COMMITTEES OF ACADEMIC BOARD

3.7 Constitution

3.7.1 For the purposes of a student's right of appeal under Rules 2.1.8, 2.4.6, 3.1.20-3.1.21, 3.2.7-3.2.9, 3.3.8-3.3.10, 3.4.15-3.4.17, 3.5.15-3.5.17 there shall be Appeals Committees constituted in accordance with Rules 3.8 to 3.11 below.

3.8 Coursework Students Appeals Committee

3.8.1 Composition

- (a) A Coursework Students Appeal committee shall consist of
 - (i) A Deputy Chair, Academic Board (Chair)
 - (ii) Alternate Chair (elected by and from the Academic Board)
 - (iii) One academic staff member of each Faculty nominated by the Dean of each Faculty and one academic staff member nominated by the Dean to be an alternate member
 - (iv) One coursework student elected by and from the student members of Academic Board and one coursework student elected by and from the student members of Academic Board to be the alternate student member.
- (b) The Committee membership term shall be two years. Members may serve not more than two consecutive membership terms.
- (c) The quorum will be 7 members including either the Chair or Alternate Chair. This requirement can be satisfied by the participation of one or more members through telephone or video conferencing.

3.8.2 Terms of Reference

The Coursework Students Appeals Committee shall make determinations on coursework student appeals

- (a) against exclusion for failure to maintain the required minimum rate of progress pursuant to Rule 3.1.20;
- (b) against discontinuation of registration for failure to complete the course in the prescribed time or for unsatisfactory progress pursuant to Rules 3.2.7, 3.3.8.

3.9 Postgraduate Research Students Appeals Committee

3.9.1 Composition

- (a) A Postgraduate Research Students Appeal Committee shall consist of
 - (i) Chair/Deputy Chair appointed by the Chair of Academic Board
 - (ii) Two academic staff members with experience in supervision of postgraduate research students appointed from a panel appointed by the Academic Board from panel members nominated by the Deans under Rule 3.9.1 (c) below.
 - (iii) A postgraduate research student of the University who has been enrolled at the University for at least two semesters, appointed from a panel appointed by Academic Board from panel members nominated by the Deans under Rule 3.9.1 (c) below.
- (b) The Academic Board shall appoint a Chair, Deputy Chair and panels of persons in categories (ii) and (iii) above every two years.
- (c) Nomination of panel members shall be made by the Dean of each Faculty.
- (d) Panel members may be appointed for not more than two consecutive terms.
- (e) When an appeal is lodged, the Chair of Academic Board, in consultation with the Pro-Vice-Chancellor (Research and Development) shall constitute a Postgraduate Research Students Appeals Committee as required under Rule 3.9.1(a) above from the panels appointed by Academic Board.
- (f) The Deputy Chair shall serve as Chair in a case where the Chair has an involvement with the case being heard, or is otherwise not able to act as Chair.
- (g) All members of a Postgraduate Research Students Appeals Committee must be present at all meetings convened for a specific case. This requirement can be satisfied by the participation of one or more members through telephone or video conferencing.

3.9.2 Terms of Reference

The Postgraduate Research Students Appeals Committee shall make determinations on postgraduate research student appeals against discontinuation of registration on grounds of unsatisfactory progress or in the event of an examination outcome which has determined that the degree not be awarded pursuant to Rules 3.4.15 and 3.5.15.

In cases where an appeal is upheld, the Postgraduate Research Students Appeals Committee may also make recommendations to facilitate the implementation of a remedy appropriate to the circumstances of the matter/s in question.

3.10 Professional Experience Appeals Committee

3.10.1 Composition

- (a) A Professional Experience Appeal Committee shall consist of
 - (i) Chair/Deputy Chair appointed by the Academic Board
 - (ii) Two academic staff members, with experience in the placement and administration of professional experience students, appointed from a panel appointed by the Academic Board from the panel members nominated by the Deans under Rule 3.10.1(c) below.
 - (iii) A student of the University who has been enrolled at the University for at least two semesters and who has completed, or partially completed, professional experience course requirements, appointed from a panel appointed by the Academic Board from the panel members nominated by the Deans under Rule 3.10.1(c) below.
- (b) The Academic Board shall appoint a Chair and Deputy Chair and panels of persons in categories (ii) and (iii) above every two years.
- (c) Nomination of panel members shall be made by the Dean of each Faculty which has a substantial number of students in courses with professional experience requirements.
- (d) The Chair, Deputy Chair and panel members may be appointed for not more than two consecutive terms.
- (e) When an appeal is lodged the Chair, Academic Board, in consultation with the Deputy Vice-Chancellor (Academic) shall constitute a Professional Experience Appeals Committee as required in Rule 3.10.1(a) above from panels appointed by Academic Board.
- (f) All members of a Professional Experience Appeals Committee must be present at all meetings convened for a specific case. This requirement can be satisfied by the participation of one or more members through telephone or video conferencing.

- (g) Before making a final determination, the Committee, through the Chair, may obtain appropriate advice and assistance from a person with strong experience in professional education of students in the relevant area, who has had no previous involvement in the matter, to assist it in assessing necessary levels of capacity and standards of behaviour of students in placements.

3.10.2 Terms of Reference

The Professional Experience Appeals Committee shall make determinations on appeals against decisions of the Vice-Chancellor relating to deferral of a student's participation in any part of required professional experience that would have the effect of preventing the student from continuing his/her course pursuant to Rule 2.4.6.

3.11 Appeals Committee (Non-disclosure)

3.11.1 Composition

- (a) An Appeals Committee (Non-disclosure) shall consist of
 - (i) the Chair, appointed from a panel nominated by the Academic Board;
 - (ii) two academic staff members, with experience in admission procedures of the University, appointed from a panel nominated by the Academic Board.
- (b) The Academic Board shall appoint panels of persons in categories (i) and (ii) above every two years.
- (c) Nomination of panel members shall be made by the Dean of each Faculty.
- (d) The panel members may be appointed for not more than two consecutive terms.
- (e) When an appeal is lodged the Chair, Academic Board, in consultation with the Deputy Vice-Chancellor (Academic) shall constitute an Appeals Committee (Non-disclosure) as required in Rule 3.11.1(a) above.
- (f) All members of an Appeals Committee (Non-disclosure) must be present at all meetings convened for a specific case. This requirement can be satisfied by the participation of one or more members through telephone or video conferencing.

3.11.2 Terms of Reference

An Appeals Committee (Non-disclosure) shall make determinations on appeals against withdrawal of offer and cancellation of enrolment, pursuant to Rule 2.1.9.