



## APPEALS FORM

To appeal an a decision made by the Centre for U, please complete the following form and submit to [hello@centreforu.com.au](mailto:hello@centreforu.com.au) within 10 business days of receiving written conformation of the decision you are appealing outcome. For any queries, call 1800 270 875.

Please refer to our Complaints and Appeals policy that can be found [here](#). This will give you a full account of your rights and process that will be followed.

You will receive and written acknowledgment of this form within 5 business days. We aim to resolve Appeals within 30 business days of the submission date You will be notified of any delays that impact on this timeframe .

<b>Date</b>	
<b>Full name</b>	
<b>Contact number</b>	
<b>Email</b>	
<b>How do you prefer to be contacted?</b>	<input type="checkbox"/> Email <input type="checkbox"/> Phone
If this is an assessment appeal, please provide:	Unit code: _____ Unit name: _____  Are you appealing the Practical Assessment result? Yes <input type="checkbox"/> No <input type="checkbox"/> Are you appealing the Theory Assessment result? Yes <input type="checkbox"/> No <input type="checkbox"/> Please provide a copy of this assessment decision Have you discussed your assessment outcome with your Educator? Yes <input type="checkbox"/> No <input type="checkbox"/> Outcome of discussions with your Educator:
If this is about a non-assessment decision please provide	Date Decision was made Who made the decision Please provide a copy of the decision. Please provide details of any discussion you have had with our staff about this decision

Policy #: CFU_TO_F09 Appeals Form V2	Last edited: 30/03/2025
Authorised by: Chief Executive Officer	Next review date: 01/06/2026 with Policy review



<b>Declaration</b>	I attest that the information above is true and correct. Signature: Print name: Date:
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Please note

1. all assessment appeals will be reviewed by an Educator who did not make the assessment decision
2. You can request a meeting to discuss this appeal and or seek an independent review of the decision.
  - Would you like to meet to discuss this appeal? Yes or No .If yes, we encourage you to bring a representative and or support person with you if this will assist.
  - Do you want to request an independent review of the decision. Yes, or no ? Please note as per our policy costs may apply.
3. You can withdraw an appeal at any time without prejudice.

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