

**POLICY ON GENDER-BASED AND SEXUAL VIOLENCE**

**APPEAL APPLICATION**

An Appeal Application will not be accepted by the University Secretary unless the Application is complete and filed within the 30-day time limit specified in the Procedure to the Policy on Gender-Based and Sexual Violence (see Section 29.00 of the Procedure).

*(Please type or print legibly)*

**NAME:** \_\_\_\_\_

**STUDENT NUMBER:** \_\_\_\_\_

**LOCAL ADDRESS:**

**PERMANENT ADDRESS:**

\_\_\_\_\_  
Street

\_\_\_\_\_  
Street

\_\_\_\_\_  
City/Prov.                      Postal Code

\_\_\_\_\_  
City/Prov.                      Postal Code

Telephone: \_\_\_\_\_

Telephone: \_\_\_\_\_

E-mail address: \_\_\_\_\_

***It is the appellant's responsibility to notify the University Secretariat immediately of any change to the above information.***

I hereby appeal the decision of: \_\_\_\_\_

Sanction: \_\_\_\_\_

**DETAILS OF THE APPEAL**

**GROUNDS FOR APPEAL:**

Note: Appeals to the Adjudicator must be based on one or more of the grounds set out in Section 32.00 of the Procedure to the Policy on Gender-Based and Sexual Violence.

*(Check all of the following that apply)*

\_\_\_\_\_ New evidence not available at the time of the earlier decision has been discovered, which casts doubt on the correctness of the decision;

\_\_\_\_\_ There was a serious procedural error(s) in the hearing of the complaint which was prejudicial to the Appellant; or

\_\_\_\_\_ The sanction imposed by the Vice-Provost (Students)\* was unreasonable or unsupportable on the evidence.

\* References to Vice-Provost (Students) in this document means Vice-Provost (Students) or their designate.

**EXPLAIN GROUNDS FOR APPEAL IN DETAIL: (Do not leave blank. Add additional pages as needed to fully explain your grounds of appeal.)**

Note: You must also enclose a copy of the decision you are appealing and all other relevant documentation in support of your appeal. If the ground for appeal is new evidence, the new evidence must be described clearly, including the names of any witnesses and you must identify why such evidence was not available at the time of the earlier decision.

**OUTCOME SOUGHT: (Do not leave blank)**

**LEGAL COUNSEL:** If you have retained legal counsel, complete the following:

Name of Legal Counsel: \_\_\_\_\_  
Name of Firm (if applicable): \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

**DOCUMENTATION**

An incomplete Appeal Application will not be accepted by the University Secretary. A copy of the decision being appealed and all relevant documentation in support of the appeal must be attached to the Appeal Application. The Appeal Application must contain the grounds for the appeal, the outcome sought, and a full statement supporting the grounds for the appeal. A complete Appeal Application must be received in the University Secretariat (address below) within 30 days after the issuance of the decision of the Vice-Provost (Students) which is being appealed.

The University Secretary will provide the Vice-Provost (Students) with a copy of the Appeal Application and attachments. The Vice-Provost (Students) must file a written response within 20 days. The Appellant shall be provided the response and given an opportunity to file a reply within 10 days of receipt of the response of the Vice-Provost (Students).

Appeals are heard by an adjudicator. A list of the current adjudicators is available from the University Secretariat.

**SIGNATURE**

I confirm that I have fully completed this Appeal Application and have attached all documentation that is relevant to my appeal.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

Submit your complete Appeal Application  
by email to [secretariat-appeals@uwo.ca](mailto:secretariat-appeals@uwo.ca).

For more information, please contact the  
University Secretariat at (519) 661-2055.