**STUDENT APPEAL FORM**

The student may appeal against the decision of retention, suspension, expulsion, progression, assessments and awards. A fee of SGD 100 (exclusive of GST) shall be paid upon submitting an appeal. The decision of the Board of Examiners or its delegates is final, and no correspondence will be entertained.

Complete the form below and submit within 14 working days after the result has been made know to the student.

The student will be informed on the outcome of the appeal within 14 working days from receipt of appeal.

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| To: | Genetic Computer School |
| Date: |  |

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| **Student Particulars** | | |
| Full Name: | Registration No: | |
| Course Programme: | | |
| **Appeal Details** | | |
| Reasons for Appeal: (attached all supporting documents)  Attach separate sheet if space insufficient | | |
| **Student Declaration** | | |
| I hereby declare that the information given here is true and correct to the best of my knowledge.  Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |
| **For Genetic Computer School Use Only** | | |
| Reviewed By:  \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_  Principal | | Result of Appeal by Board of Examiners.  Appeal Ref: |
| **Student Acknowledgement** | | |
| I have been notified of the outcome and accept the decision of the appeal as final.  Signature; \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ | | |