



INSTRUCTIONS

Please submit this form along with any supporting materials to grievances-appeals.secretariat@mcgill.ca.

Excerpts from the *Code of Student Grievance Procedures*

6.3 Either party may appeal the decision of the Senate Committee on Student Grievances under the following circumstances:

- (1) Where new evidence which was not available to a party at the time of the original hearing has been discovered; or
- (2) Where a breach of natural justice has occurred;

AND where the outcome of the case at the original hearing might have been substantially affected by any of the above circumstances.

6.4.1 A party wishing to appeal must notify the Secretary of Senate of the intention to do so within 14 days of receiving official notice of the decision of the Senate Committee on Student Grievances. The notice of appeal must be accompanied by a concise written statement that identifies precisely the grounds upon which the appeal is based. Neither the notice of appeal nor the accompanying statement shall contain argument.

I. APPELLANT'S INFORMATION

Name	<input type="checkbox"/> Undergraduate	<input type="checkbox"/> Graduate
Program	Faculty	
Telephone	Email	

2. GROUNDS FOR APPEAL

Provide a concise statement of the grounds for Appeal as outlined in Article 6.3 of the *Code of Student Grievance Procedures*.



3. PORTIONS OF RECORD FOR RELEASE

Identify the portions of the record of the Senate Committee on Student Grievances relevant to the grounds of Appeal (e.g., hearing recording, judgement, etc.) to be released to the Subcommittee of the Appeal Committee.

4. ADVISOR

You have a right to be assisted by an Advisor. He or she must be a Member of the University Community who has agreed to act in an advisory capacity throughout the Appeal procedures, without financial compensation or any other remuneration. "Member of the University Community" means anyone holding office under the University Charter and Statutes, an appointee or employee of the University, or a student. Your Advisor may accompany you to any hearing.

I will be assisted by an Advisor. My Advisor is:

Advisor's email:

I will not be assisted by an Advisor.



5. PREFERENCE FOR IN-PERSON OR REMOTE HEARING

Indicate whether you prefer that any hearing proceed in person on McGill's downtown campus, or by videoconference. In general, remote hearings tend to be easier to schedule in a timely fashion.

In-Person

Remote (via Zoom)

6. COMMUNICATION

The Secretariat communicates only with the Appellant unless directed otherwise. Check the box below if you would like correspondence relating to your Appeal to be copied to your Advisor.

I authorize McGill University to include my Advisor.

I hereby lodge an Appeal in accordance with the *Code of Student Grievance Procedures*.

Signature

Date