## Bachelor of Health Sciences (Honours) Program APPEAL OF A DECISION Made by the Student Progress Committee (Appeal to the Board of Studies)

Bachelor of Health Sciences (Honours) Program Office
bhsc@queensu.ca
613-533-2566
Botterell Hall, Room 563
18 Stuart Street
Kingston, ON
K7L 3N6

Name:	Level of Study:
Student #:	Learning Track: (if applicable)
Email:	(if applicable)

## A one-time administrative fee of \$50.00 applies to all appeals. Please contact the Bachelor of Health Sciences (Honours) Program Office by email or phone for instruction on administrative fee payments.

I want to appeal the decision of the Student Progress Committee concerning a departure from academic integrity.

I will be appealing the:

Finding only

Sanction only

Finding and Sanction

## Appeal to the Board of Studies

You may appeal the finding of departure from academic integrity and/or the sanction imposed as a result of the Student Progress Committee's findings to the Board of Studies. You have 21 calendar days after receiving the Notification of the Finding of a Departure from Academic Integrity to submit a written appeal and copies of the relevant documents. All letters and documentation considered by the Student Progress Committee in reaching a decision on your appeal will be forwarded to the Board of Studies. The only additional document you need to supply is a brief letter addressing the written statements in your decision letter from the Student Progress Committee. See <u>Academic Regulation 1</u>, and <u>Appeal Regulations Section 2</u> (Appeals Related to Academic Integrity) of the *Bachelor of Health Sciences (Honours)* Program Calendar.

You are strongly encouraged to contact the Office of the Ombudsperson for advice on matters of procedure and on obtaining a representative. (phone: 1-613-533-6495; e-mail : <u>ombuds@queensu.ca</u>).

Signature:	Date:	
FOR OFFICE USE ONLY		
Date Submitted:		
Date Documents Supplied:		
Payment Received:		

The personal information collected on this form is collected under the legal authority of the Royal Charter of 1841, as amended. The information collected will be used to make a decision regarding your appeal and to provide a response. This information will be retained for a minimum of five years in accordance with the Queen's Records Management Policy, 2003. If you have any questions or concerns about the information collected or how it will be used, please contact the *Bachelor of Health Sciences (Honours)* Program Office at <u>bhsc@queensu.ca</u>.