



Student Appeal

Broadway campus
1155 East Broadway, Vancouver, B.C. V5T 4V5

Downtown campus
250 West Pender St., Vancouver, B.C. V6B 1S9

p: 604.871.7000, option 8
f: 604.443.8450
e: records@vcc.ca

www.VCC.CA

Please submit to the Registrar’s Office or the Continuing Studies Office (if a Continuing Studies course or program).

- You will be notified of the decision in writing by mail.
- Appeals will be reviewed by the appropriate departments.
- All decisions are final.

Type of appeal

What policy does this appeal fall under? Policies can be found at www.vcc.ca

- Refund Appeal Policy**
(once a refund appeal has been submitted you will be removed from the course or program)
- General Appeal**
(if your appeal does not fall under the policy above please select this option)

Personal information

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Student ID

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Last name (family name) First name

.....
Address

.....
City Province Postal code

.....
Phone number Email

.....
Student signature Date

Complete all sections that apply to your appeal

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Program

.....
Course CRN Grade received

.....
Instructor

Documents attached: Yes, number of pages..... No

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Reason for appeal

Provide complete information, including any documents to support your request:

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What action(s) would you like to see taken?

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If more space is required, please attach additional pages.

Office use only

Approved

Denied

Comments:

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Administrator signature

.....
Date