**INSTITUTE APPEALS BOARD REPORT**

**Date:** Click or tap here to enter text.

**Appeals Board Members Present**

|  |  |  |
| --- | --- | --- |
| **Role** | **Name and Surname** | **Designation** |
| **Chairperson** | Click or tap here to enter text. | Click or tap here to enter text. |
| **Member 1 (Institute Rep)** | Click or tap here to enter text. | Click or tap here to enter text. |
| **Member 2 (QA Rep)** | Click or tap here to enter text. | Click or tap here to enter text. |

**Student Details**

|  |  |
| --- | --- |
| **Name and Surname** | Click or tap here to enter text. |
| **Class (code)** | Click or tap here to enter text. |

**Student accompanied by, if any:**

|  |
| --- |
| **Name and Surname** |
| Click or tap here to enter text. |
| Click or tap here to enter text. |
| Click or tap here to enter text. |

**Witnesses (called by the board), if any**

|  |  |
| --- | --- |
| **Name and Surname** | **Designation** |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |

**Witnesses (called by the student), if any**

|  |  |
| --- | --- |
| **Name and Surname** | **Relation to Student (if applicable)** |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |
| Click or tap here to enter text. | Click or tap here to enter text. |

**Reason for Appeal**

|  |  |  |
| --- | --- | --- |
| **Programme of Study**  | **Code** | **Title** |
| Click or tap here to enter text. | Click or tap here to enter text. |
| **Unit** | **Code** | **Title** |
| Click or tap here to enter text. | Click or tap here to enter text. |
| **Assignment** | **Title** | **Number** | **Type** |
| Click or tap here to enter text. | Click or tap here to enter text. | Click or tap here to enter text. |

|  |
| --- |
| The appeal was filed on the claim that the student: Click or tap here to enter text. |

**Considerations of the Board**

|  |
| --- |
| Summary reasoning of the Board *(Narrative of the Process)*Click or tap here to enter text. |

**Appeal Outcome**

Therefore, the appeal is being:

[ ]  Upheld / [ ]  Rejected

For the following reason(s)

|  |
| --- |
| Click or tap here to enter text. |
| Click or tap here to enter text. |
| Click or tap here to enter text. |
| Click or tap here to enter text. |
| Click or tap here to enter text. |

If the appeal is not upheld, the student may appeal the decision of the IAB by sending an email to the Chair of the MCAST Corporate Appeals Board on registrar@mcast.edu.mt explaining the reasons for the appeal of the IAB decision within 5 days of the decision of the IAB.

*Ref: MCAST Doc 188 - College Academic Board Procedures*

|  |  |  |  |
| --- | --- | --- | --- |
|  | **Name and Surname** | **Designation** | **Signature** |
| **Chairperson** | Click or tap here to enter text. | Click or tap here to enter text. |  |
| **Member 1** | Click or tap here to enter text. | Click or tap here to enter text. |  |
| **Member 2** | Click or tap here to enter text. | Click or tap here to enter text. |  |