

# REQUEST FOR REVIEW OF DECISION

TERMINATION FROM COURSE - NOT ACHIEVING SATISFACTORY COURSE PROGRESS



To request a review of decision to terminate from course, this form and accompanying documentation must be lodged to the Examinations Office no later than 20 working days\* from the date of the Official Communication advising you of your course termination.

<b>STUDENT ID</b>	<b>SURNAME</b>	<b>GIVEN NAME/S</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

<b>COURSE CODE</b>	<b>COURSE NAME</b>	<b>STUDY PERIOD &amp; YEAR OF TERMINATION</b>
<input type="text"/>	<input type="text"/>	<input type="text"/>

International  Domestic

### ATTENTION STUDENT VISA HOLDERS

Under Commonwealth legislation, the University is obliged to report student visa holders who have been Terminated for not achieving satisfactory course progress to the Department of Immigration and Border Protection (DIBP) following the finalisation of Curtin's internal appeal process.

## ACADEMIC HISTORY

Please complete the table below for your FOUR (4) most recent study periods (record number of units enrolled, passed and failed for each separate study period you have been enrolled in).

Study Period	No of Units Enrolled	No of Units Passed	No of Units Failed	SWA (Office Use Only)
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

HAVE YOU BEEN ON CONDITIONAL STATUS PREVIOUSLY?  YES  NO

IF SO, IN WHICH STUDY PERIOD/S?

### To lodge a Request for Review you must:

1. Attach a letter providing full reasons for requesting a review of the decision to terminate you from your course
2. List below the steps you have taken to improve your academic performance after being placed on Conditional status and provide evidence of what you have done (e.g. attended workshops, counselling etc.)

### Student declaration

I confirm the information on this form is accurate to the best of my knowledge and where I have provided support documentation from an external authority, the University may contact that authority in relation to this 'Request for Review'.

\_\_\_\_\_  
**SIGNATURE**

**DATE**

\* A working day is any day, Monday to Friday excluding University-observed Public Holidays (either Academic or General Staff) and the two-week period during which Christmas and New Year fall as per the University academic calendar - <http://students.curtin.edu.au/administration/dates/academic.cfm>

The University offers support to students to assist them improving their academic status. You may wish to take advantage of the services offered by the University Counselling and Disability Services at [http://life.curtin.edu.au/health-and-wellbeing/counselling\\_services.htm](http://life.curtin.edu.au/health-and-wellbeing/counselling_services.htm) or the Student Wellbeing Advisory Service [http://life.curtin.edu.au/health-and-wellbeing/student\\_wellbeing\\_service.htm](http://life.curtin.edu.au/health-and-wellbeing/student_wellbeing_service.htm)