

## **INSTITUTIONAL GRIEVANCE APPEAL PROCESS AND REQUEST FORM**

### **Background Information**

Jersey College provides students (and staff in cases of Title IX determinations) (an “appealing party”) with a process for resolving incidents of suspected injustice. An appealing party who believes that a decision or sanction that was imposed by Jersey College is unfair has the right to appeal to a Grievance Board by filing a written notice of appeal. Students are directed to the Academic Catalog for additional facts and information with respect to the appeal process.

## APPEAL REQUEST FORM

Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

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Discovery of substantial new evidence that was unavailable at the time of the decision, and which reasonably could have affected the decision of the investigating body.

Please describe the new evidence and, if appropriate and possible, attach it to this appeal. Indicate why the

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