



External Appeal Form

Please ensure to fill this form correctly. Incorrect or incomplete forms will result in delays or rejections.

Title: Mr / Ms / Miss / Mrs	Student Name:
Student Number:	Phone:
Course Title:	Email:
Group:	Date:
Postal Address:	
I have received Sydney City College of Management's Decision on my Internal Appeal and wish to appeal externally to:	
<input type="checkbox"/> Australian Council for Private Education and Training (Domestic Students) <input type="checkbox"/> Overseas Students Ombudsmen (International Students)	
Internal Appeal Information	
Date of SCCM receiving my complete Internal Appeal Application: _____	
Date of SCCM's decision on my Internal Appeal Application: _____	
Note: You must appeal externally within 10 working days from the date of SCCM's internal appeal decision. During this time and while the appeal is being considered, you must attend all scheduled classes.	
External Appeal Information	
Australian Council for Private Education and Training (ACPET) - Tel: 1800 657 644 Overseas Students Ombudsmen (OSO) – Tel: 1300 362 072 https://forms.business.gov.au/smartforms/servlet/SmartForm.html?formCode=oco-complaint-form	
International Student can seek legal advice from Redfern Legal Centre 02 9698 7277 73 Pitt Street Redfern, NSW 2016 https://rlc.org.au/our-services/international-students	
Student Declaration: A SCCM staff member has assisted me in accessing and submitting my external appeal application. I have submitted all required documentation and information in line with ACPET or OSO's external appeal requirements. All information provided by me in this form is accurate, true and correct.	
Student Signature:	Date of submission of External Appeal Application:



Official use only			
Application Received By	Name:	Signature:	Date:
Action Taken By	Name:	Signature:	Date:
Comments (If there is insufficient space, attach additional sheets):			