

COMPLAINT AND APPEAL FORM

This form and any supporting evidence should be submitted to Reception. The student will be notified within 10 working days the outcome/status of their complaint/appeal. For further information please refer to the Student Complaint and Appeal Policy available on the Le Culinaire Hospitality Management: www.leculinaire.edu.au

STUDENT PERSONAL DETAILS

Full name:	Student ID:
Date of Birth:	Mobile No:
Course Name:	Email:

COMPAINT/ APPEAL

Describe your complaint/appeal here and/or attach separate paper if necessary

Evidenced provided

Declaration:
 I, the undersigned the information provided in this form is true and correct
 Student signature: _____ Date: ____/____/____

OFFICE USE ONLY

Received by:

Received date:

Reviewed by:

Date:

- Approved Declined
 aXcelerate Diary Note Form uploaded in aXcelerate
 Student Advised on Outcome

If Ticked, Students initial: _____ Date: _____

Outcome/Comments:

PEO Reviewed Signed:

Date: