



## COMPLAINTS AND APPEALS FORM

Personal Details			
Family name		Student ID	
Address			
Email address		Mobile No.	

Details	
Complaint or Appeal?	<input type="checkbox"/> Complaint <input type="checkbox"/> Appeal
Reason for Complaint or Appeal	
Evidence provided:	

Describe the nature of the Appeal/Complaint

Describe the efforts made to resolve the Appeal/Complaint

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
*(Same signature as passport)*

*** OFFICE USE ONLY ***	
Details of Actions Taken:	
Outcome:	
RTO Manager Signature:	Date outcome provided: