INTERCALATION COMMITTEE APPEALS

The terms of reference and the membership of the Intercalations Committee are available at:-

http://gap.lancs.ac.uk/Committees/intercalations/Pages/default.aspx

APPEAL AGAINST CONDITIONS SET

In the event of a student challenging the conditions set for intercalation, the concerns should be presented to the Student Registry Officer responsible for intercalation (Jo Malbon). It is hoped that this will be resolved, but if not the case can be escalated to the Head of the Student Registry or his nominee.

If the case still remains unresolved, it will be passed to the Chair of the Intercalations Committee for final review.

CONDITIONS NOT MET

In the event of a student not meeting the conditions of intercalation for return to university, the case will be presented to the Student Registry Officer responsible for intercalation (Jo Malbon) who will consult the Head of the Student Registry or his nominee. If it is concluded that the conditions are not met, the case will be forwarded to the Chair of the Intercalations Committee for a decision.

If it is confirmed that the conditions are not met it may be possible to negotiate an extension to the intercalation period, but if not the student is to be excluded. The student will have a right of appeal under the University's appeal procedure.