



Student Complaints Form

To be filled out by the student and submitted via email (support@skilledup.edu.au) or in person at Ground Level 541 King Street, Melbourne VIC 3003

Student Name:	Student ID:
Address:	
Phone no:	Date:
Current Course:	Email:
Tick the box related to your Complaint: ☐ Academic Misconduct ☐ Assessment ☐ Teaching and Learning ☐ Other Academic ☐ Other (Please specify) _____ ☐ Resources and Facilities ☐ Course withdrawal ☐ Release letter ☐ Other non – academic (Please Specify) _____	
Describe the nature of the complaint. Attach any relevant evidence:	
Describe any efforts made to resolve the issue:	
Student Signature:	Date:

Note: Before completing this form, please read the information on the Complaints and Appeal Policy and Procedures on the Skilled Up website at:
<http://skilledup.edu.au/policy/>.

Office Use Only

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