

Tables of Decision-Makers

Table A – Student Grievances

It is expected that a Student Grievance will seek to show that a shortcoming in university practices, or similar, has negatively impacted your studies (e.g. grades or results).

STUDENT GRIEVANCE	Informal resolution	Stage 1 – Formal grievance	Stage 2 - Review of decision or outcome	Stage 3 - Appeal
Honours Program	Supervisory team	Honours Program Coordinator	Associate Dean (Learning, Teaching and Student Success)	Deputy Vice-Chancellor (Academic Affairs)
HDR Student Supervision	Supervisory team	Associate Dean (Graduate Research School)	Dean (Graduate Research School)	Deputy Vice-Chancellor (Research and Innovation)
Assessment	Course Examiner	Associate Head (Learning, Teaching and Student Success)	Head of School	Student Academic Appeals Committee
Programs and Courses <ul style="list-style-type: none"> Coursework HDR 	Approach the person concerned directly, e.g. Course Examiner	<ul style="list-style-type: none"> Associate Head (Learning, Teaching and Student Success) Associate Dean (Graduate Research School) 	<ul style="list-style-type: none"> Head of School Dean (Graduate Research School) 	<ul style="list-style-type: none"> Deputy Vice-Chancellor (Academic Affairs) Deputy Vice-Chancellor (Research and Innovation)

Table B – Decisions made by the University

DECISIONS - ACADEMIC	Stage 2 - Review of decision	Stage 3 - Appeal
Unsuccessful in gaining admission <ul style="list-style-type: none"> Coursework students HDR students Honours 	<ul style="list-style-type: none"> Deputy Vice-Chancellor (Academic Affairs) Dean (Graduate Research School) Deputy Vice-Chancellor (Academic Affairs) 	Student Academic Appeals Committee
Unsuccessful in gaining re-admission following exclusion for unsatisfactory academic progress <ul style="list-style-type: none"> Coursework students HDR students 	<ul style="list-style-type: none"> Deputy Vice-Chancellor (Academic Affairs) Dean (Graduate Research School) 	Student Academic Appeals Committee
Decisions not to grant Credit for previous formal, informal or non-formal study <ul style="list-style-type: none"> Coursework students HDR students 	<ul style="list-style-type: none"> Deputy Vice-Chancellor (Academic Affairs) Dean (Graduate Research School) 	Student Academic Appeals Committee
Exclusion for unsatisfactory academic progress <ul style="list-style-type: none"> Coursework students HDR students 	<i>'Show Cause' process is deemed equivalent to a Stage 2 Review of Decision</i>	Student Academic Appeals Committee
Placement on conditional academic standing (HDR students)	Dean (Graduate Research School)	Student Academic Appeals Committee
Termination of candidature for unsatisfactory progress (HDR students)	<i>'Show Cause' process is deemed equivalent to a Stage 2 Review of Decision</i>	Student Academic Appeals Committee
Discontinuation of candidature (HDR students)	Deputy Vice-Chancellor (Research and Innovation)	Student Academic Appeals Committee
Decision not to approve a Thesis for examination	Dean (Graduate Research School)	Student Academic Appeals Committee

Review of Final Grade	Course Examiner / Associate Head (Learning, Teaching and Student Success)	Student Academic Appeals Committee
Substantiated finding and/or penalty for Academic Misconduct (Coursework students)	<i>Proceed directly to Stage 3 - Appeal</i>	Student Academic Misconduct Appeals Committee

DECISIONS - ADMINSTRATIVE/OTHER	Review of Decision	Internal Appeal
Decision not to approve withdrawal without financial penalty (WWP)	Director (Student and Academic Support) <i>Note: Review of WWP Decisions are lodged via Student Centre.</i>	n/a – external referral to AAT
Decisions not to grant assignment extensions (Coursework students)	Associate Head (Learning, Teaching and Student Success)	Head of School
Decisions not to grant a deferred examination	Associate Head (Learning, Teaching and Student Success)	Head of School
International Student transfer between Providers in first six months of enrolment	Pro Vice-Chancellor (International)	Provost
Disability Adjustments	Associate Head (Learning, Teaching and Student Success)	Head of School
Decisions not to grant leave of absence, other leave etc (HDR students)	Dean (Graduate Research School)	Deputy Vice-Chancellor (Research and Innovation)
International Student visa cancellation for not meeting attendance requirements in non-award programs	Head, USQ College	Provost
Substantiated finding and/or penalty for Student General Misconduct	Proceed directly to Stage 3 - Appeal	Student General Misconduct Appeals Committee