



Complaints and Appeals Form

International Students

RTO Code: 31915
CRICOS Code: 03320D
T: 1300 827 188

Student Name	
Student Code	
USI	
Course Code and Name	
Date	
Please indicate which of the following applies to you: ✓	
Prospective student	<input type="checkbox"/>
Current student	<input type="checkbox"/>
Past student	<input type="checkbox"/>
Workplace or Employer	<input type="checkbox"/>
Partner Organisation	<input type="checkbox"/>
Other: _____	
Please indicate ✓	
Complaint	<input type="checkbox"/>
Appeal (unrelated to assessment)	<input type="checkbox"/>
Assessment Appeal	<input type="checkbox"/>
Please outline the reasons for your complaint or appeal	



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For complaints and appeals not related to assessment, please complete the following

Please make any suggestions you may have to resolve this issue

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Are there particular staff members of Future Academy Pty Ltd who may need be involved in the investigation of this complaint or appeal and in what way?

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For assessment appeals, please complete the following

Which unit and/or task is this appeal in relation to?

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Student Signature:

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Date:

_ / _ / _

Printed Name:

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OFFICE USE ONLY

Received by	
Position	
Signature	
Date:	_ / _ / _