

Ontario Tech University  
Undergraduate Academic Appeals Process

Part 1: Initial Review

Please Note

The student must first have appealed at the faculty level (e.g., Office of the Registrar, Academic Integrity Committee) and/or received a final decision letter from an Academic Integrity Committee **BEFORE SUBMITTING AN APPEAL**. Forms for final Academic grade reappraisal, reconsideration, standing and consideration of late withdrawal can be found on the [Appeals | MyOntarioTech](#) portal.

**Submit Academic Appeal**  
Student submits [Notice of Academic Appeal form, final decision letter and any other applicable document](#) within 10 working days of the final decision letter. Judicial Officer checks for procedural completeness and basic eligibility (see [Policy](#) Section 9).

Initial Review  
by UAAC Chair and Judicial Officer

**In-valid grounds for appeal -  
Substantially Incomplete**  
10 working days to rectify.

**Rectifies within 10 days** Student submits  
documentation within 10 workind days

**Did not rectify in 10 working days  
Appeal Dismissed**  
Student does not resubmit wihtin  
timeline, dismissed with explanation

Secondary Review  
by UAAC Chair and Judicial Officer

**Valid Grounds For Appeal.**

**Appeal Dismissed** No Grounds for  
Appeal; student notified with explanation