

ពុទ្ធិកសាគលវិទ្យាល័យព្រះសីហមុនីរាជា

Date: 01st September 2025.....

Appeal Process Policy

Policy owner: Office of the Registrar

1. Purpose

To ensure students accused of academic misconduct have access to a fair, transparent, and independent process of appeal.

2. Scope

Applies to all decisions concerning academic misconduct, plagiarism, or cheating.

3. Principles

- Appeals must be based on procedural error, new evidence, or disproportionality of penalty.
- The appeal process is separate from the initial investigation.
- Students must not face retaliation or prejudice for lodging an appeal.

4. Procedure

1. **Submission:** Student submits a written appeal within ten working days of receiving the decision.
2. **Initial Review:** Registrar verifies eligibility of the appeal.
3. **Appeal Panel:** Comprises independent academic staff not involved in the original decision.
4. **Outcome:** Panel may uphold, amend, or overturn the decision.
5. **Final Decision:** Communicated in writing within fifteen working days.

5. Further Recourse

If the student remains dissatisfied, they may submit a formal complaint to the University Ombudsman or follow national higher education grievance procedures.

6. Confidentiality

All appeal proceedings are confidential, and records retained in accordance with data protection regulations.

Next review date: 20th August 2028