

## **Discontinuation Appeals Panel**

### ***Terms of reference***

To consider appeal cases concerning discontinuation of studies at the University due to unsatisfactory academic performance or progression. The Panel is empowered by the Senate to decide on the cases, mainly on grounds of extenuating circumstances that affected the studies of the appellant and/or procedural problems in the assessment process. The decision of the Panel will be final.

### ***Membership***

- Convener<sup>#</sup> : To be appointed by the Senate from among its members (on an annual basis).  
Members : One representative\* from each of the three Faculties  
                  A representative from the School of Graduate Studies  
Observer : One student observer nominated by the Students' Union. The student who has submitted an appeal shall, however, have the option of not involving the student observer in his/her case.  
Member and  
Secretary : A staff member of the Registry

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# The Convener has voting right in the decision of appeal case(s) and to take a casting vote if voting results in a tie.

\* One of the members should have understanding of and experience in teaching TPg programmes. In case no member has the knowledge and experience, the Convener can co-opt a member for that purpose for TPg student cases.