



University of Wollongong Law Students' Society Competitions Appeals Policy

1. Point of Contact

1.1. The Vice-President (Skills Based Competitions) will be the first formal point of contact for all matters relating to appeals of a decision in a University of Wollongong Law Students' Society ('UOWLSS') competition.

2. Format of Appeal

2.1. All appeals must:

2.1.1. Be made in writing in accordance with the prescribed form as set out below and appended to this appeals procedure (submitted through the provided electronic form); and

2.1.2. Contain the reasons for the appeal being made, including specific reference to the rule(s) (as per 1.1) alleged to have been breached.

2.2. Appeals may only be made against a breach of the rules for that competition.

2.3. No appeals are permitted on the basis of score sheets or rankings.

3. Due Date and Time for Appeals

3.1. All appeals must be lodged within twenty-four hours of the grievance.

4. Appeals to the Vice-President (Skills-Based Competitions)

4.1. If the Vice-President (Skills Based Competitions) considers the appeal to be relevant to another person or team involved directly in the appealing person or team's round, the Vice-President (Skills Based Competitions) must inform the other person or team that an appeal was lodged by email, by phone or in person.

4.2. The appealing person or team is not to contact the other person or team regarding any facts relevant to the appeal.

- 4.2.1. Contravention of 4.2 may result in an appeal being dismissed by the Vice-President (Competitions).

5. The Appeals Committee

- 5.1. The Vice-President (Competitions) will appoint an Appeals Committee to deal with a particular appeal.
- 5.2. The Appeals Committee will consist of the President, the Vice-President (Skills Based Competitions) and a member of the School of Law at the University of Wollongong.
- 5.3. If any of the members of the Appeals Committee are competitors in the relevant UOWLSS competition, their power will be delegated to another member of the UOWLSS Committee.
- 5.4. No member of the Appeals Committee can be involved in the judging process of any round in the competition.

6. The Decision

- 6.1. The Appeals Committee has the power to:
 - 6.1.1. Grant the appeal;
 - 6.1.2. Dismiss the appeal (reject any requests and prevent any changes from being made).
- 6.2. Dismissing the appeal will constitute a decision.
- 6.3. The decision of the Appeals Committee must be at least by a two-thirds majority.
- 6.4. In exercising their power under 6.1, the Appeals Committee may seek clarification in written or oral form from any person as they see fit.
- 6.5. The Vice-President (Skills Based Competitions) must inform the person or team appealing of the outcome of the appeal by email, by phone or in person.
- 6.6. If the Vice-President (Skills Based Competitions) has considered the appeal to be relevant to another person or team in accordance with 4.1, the Vice-President (Competitions) must inform the other person or team of the outcome of the appeal by email, by phone or in person.
- 6.7. The Appeals Committee will give reasons for its decision in the manner it sees fit.
- 6.8. The decision of the Appeals Committee is final and binding.

7. Appeal Report

- 7.1. The Vice-President (Skills Based Competitions) will prepare an Appeal Report for each appeal at the conclusion of the competition.
- 7.2. The Appeal Report will contain all material facts relied upon to come to a decision under 6.1.
- 7.3. The purpose of the Appeal Report is to allow for greater consistency in decisions from year to year.
 - 7.3.1. The Appeals Committee is not bound by any decision outlined in the Appeal Report but rather should attempt, where possible, to try and ensure consistency.
- 7.4. The Appeal Report should not name any competitors but rather should give a general outline of the decisions reached and the reasons why.
- 7.5. The Vice-President (Skills Based Competitions) may delegate the responsibility to prepare an Appeal Report to a Competitions Officer.

8. Appendix

Appeal to Vice-President (Skills Based Competitions)

Date: Click or tap to enter a date.

Name of Competitor: Click or tap here to enter name.

Name of Competitor 2 (if applicable): Click or tap here to enter name.

Phone Number: Click or tap here to enter number.

Phone Number of Competitor 2 (if applicable): Click or tap here to enter number.

Email Address: Click or tap here to enter email.

Email Address of Competitor 2 (if applicable): Click or tap here to enter email.

Date of Round: Click or tap to enter a date.

Time of Round: Click or tap here to enter time.

Relevant Competition: Choose an item.

Relevant Stage of Competition: Choose an item.

Name of Opponent: Click or tap here to enter text.

Name of Opponent 2 (if applicable): Choose an item.

List Competition Rule(s) alleged to have been breached:

Click or tap here to enter text.

Reasons for Appeal: (maximum 500 words):

Click or tap here to enter text.

Signature:

Date: Click or tap to enter a date.

Name: Click or tap here to enter name.

Signature of Competitor 2 (if applicable):

Date: Click or tap to enter a date.

Name: Click or tap here to enter name.