**University Appeals Committee & Tribunal Undergraduate Student Application Form**

Updated March 2023

# Instructions

Learn more about the opportunity via the posting on the SU website’s [Volunteer Opportunities](https://www.su.ucalgary.ca/get-involved/volunteer-opportunities/) page.

This application is for **undergraduate students** (including JD, MD, and DVM students). For graduate students, please contact the Graduate Students’ Association: <http://www.gsa.ucalgary.ca>.

**To apply, submit the following information to SU Policy Analyst, Colson Buchanan (****colson.buchanan@ucalgary.ca****):**

* This completed application form.
* A Confirmation of Registration letter (instructions to retrieve a letter available [here](https://ucalgary.ca/registrar/student-centre/confirmation-enrolment)).

**Deadline to apply:** **4:00 PM Friday, April 14, 2023.**

# Application

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| **Name:** |  |
| **UCID #:** |  |
| **Faculty:** |  |
| **UCalgary Email Address:** |  |

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| **Applying for (select all that apply\*):** | University Appeals Committee / University Appeals Tribunal |
| \*You can apply using this form for either, or both, of the **University Appeals Committee** and/or the **University Appeals Tribunal**. Please clearly indicate your choice (such as by highlighting one or both option, or deleting the option you are not interested in).If you apply for both, you may be appointed to both bodies simultaneously; however, you would not be asked to sit for the same case at both the UAC and UAT. |

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| **Have you previously served on UAC or UAT?** | Yes / No |

| **Appointments to the UAC/UAT are made for a term of one year, and you must remain an undergraduate student for the duration of your appointment.****Do you currently anticipate remaining an undergraduate student until June 2024?** |
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| Yes / No |

| **Membership on the UAC/UAT requires attending a 2.5 hour (virtual) orientation in mid-June. For hearings, members will be polled for availability and are asked, on average, to participate in one or two hearings per year. An appeal typically involves between 6-8 hours between reviewing files, meetings, and attending the hearing itself.****Please list any complications you expect with being able to attend these obligations (e.g., other commitments such as clubs, work, planned travel, etc.), or confirm if you will be available.** |
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| **Why do you want to serve on the University Appeals Committee / Tribunal? (maximum 200 words).** |
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| **As a member of UAC/UAT, you would be working with a panel of members to hear each appeal case. How would you ensure you can vocalize your personal interpretation of the situation alongside the other members? (maximum 200 words).** |
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| **Imagine that you were a member of the UAC/UAT, and a student you knew (such as a roommate or a friend) had submitted an appeal that you were asked by the UAC to help review. What would your response be to this situation? (maximum 200 words).** |
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Thank you for completing this application form. Candidates selected will be contacted by the end of April.