

## **Complaint / Appeal Form**

## CONFIDENTIAL

Privacy Notice: The information provided on this form will be used by the AOMI to follow up your complaint or appeal. In some circumstances, AOMI may, if required by law, provide the information to external authorities. Note that you are providing this information voluntarily, however, the information you provide will be stored securely and treated confidentially. You may correct any personal information at any time by contacting the AOMI administration.

STUDENT NAME	(Surname)	(Given names)	
STUDENT NUMBER		EMAIL	
SUBJECT NAME		COURSE CODE	
PHONE		MOBILE #	
ADDRESS			
STATE		POST CODE	

Details of your complaint or appeal, including any evidence you have to support your complaint. Please attach a separate sheet if necessary.

What steps you have already taken to try to resolve the complaint or appeal informally?



What do you think needs to be done to address your concerns?

SIGNATURE

DATE

On completion of this form, it may either posted, or emailed to the AOMI Enrolment Officer.