

SAF Appeals Process

- Unsuccessful Applicants or those successful applicants who are unhappy with the amount awarded may appeal the decision of the Student Assistance Committee.

- All appeals must be submitted in via email to Student Assistance Fund APPEALS, to appealsstudentassistancefund@ucc.ie.
 - Students must clearly state under what grounds they wish to appeal to the outcome of the assessment
 - Students must provide supporting documentation (if applicable for the grounds under which they appeal)

- All appeals must be submitted within **30 days** upon receipt of a letter of confirmation of award or letter of non-eligibility.

- Further documentation may be required by the Committee.

- The Committee will meet to discuss appeals when this date has passed and will decide on all the information to hand at that time.

- The appeal decision will be made by 2 members of the Committee who will not have been responsible for the original award decision.

- Applicants should be advised that the amount awarded may be reduced or reversed also.

- The Committee's appeal decision will be final.

Prepared by:

Issued by:

Date: 6th September 2021