

AWARD APPEALS

FEES: None

FORM: [Award Appeal Request](#)

NOTES:

- As an award applicant, you are responsible to make yourself aware of all application instructions, requirements, and criteria, and to seek clarification from the Office of Graduate Studies, if needed.
- Award decisions will only be adjusted for reasons identified by the granting agency.
- If appealing, you must initiate each step (below) at the earliest opportunity.
- In all cases, the University will make every effort to process the appeal in a timely fashion.
- Submitting an appeal request does not guarantee a change in the assessment of the application status.

POLICY: [Award Appeal Policy](#)

PROCEDURE:

Award applicants seeking an awards appeal will:

- Review relevant application instructions, requirements, and criteria.
- Consult with the Graduate Studies Coordinator about the initial application assessment.
- If deciding to file an appeal request, submit an Award Appeal form, together with supporting documentation, to the Office of Graduate Studies from your @mytwu.ca student email.

Please note:

- Your formal appeal request must be received by the Office of Graduate Studies within one week of the initial decision being delivered to you.
- The Office of Graduate Studies will review your appeal request and return a decision to you in writing within one week of the receipt of your formal appeal.
- If you remain unsatisfied with the internal eligibility or award assessment, you may request that your Award Appeal be presented to the Provost, whose decision is final.