

PEARSON COLLEGE

APPEALS PROCEDURE REGARDING DECISIONS IMPACTING A STUDENT

1. A parent, guardian/representative and/or national committee or other sponsoring/selection entity ("Proponent") may appeal within 10-calendar days of the notice to suspend or dismiss, the decision of the Head of College according to the following process:
 - a. The Appeal request will include any information that is pertinent, and the Proponent deems relevant.
 - b. The Chair will refer the Appeal to an Appeals Committee of the Board which will be made up of three Board members.
 - c. The Proponent may request a hearing of the Appeal, and such hearing may occur in person, by telephone or online as decided by the Appeals Committee. A hearing may also be convened on the motion of the Appeals Committee.
 - d. If there is a hearing of the Appeal, the student has the right to attend and is entitled to have a person present as an advocate. The Proponent also has the right to attend.
 - e. In considering the Appeal, the Appeals Committee may consider information from the Head of College and the Proponent and may request and consider information from any other sources it deems necessary, whether or not such information was available to the Head of College at the time of the decision.
 - f. The Appeals Committee will make and communicate its decision to the Proponent within 10 calendar days of the Appeal request.
 - g. The Appeals Committee may uphold, vary, or overturn the Head of College's decision, and its decision is final.
 - h. The Appeals Committee must provide its decision in writing to the Proponent.
2. Members of the Appeals Committee who have a conflict of interest should voluntarily recuse themselves from the Appeals Committee.
3. The Chair of the Board of Directors may replace any member of the Appeals Committee for reasons of bias or conflict – whether real or perceived.
4. The Appeals Committee may, on its own motion or at the request of the Proponent, vary any of the timelines set out within this procedure.