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**FITNESS TO PRACTISE**

**REQUEST FOR REVIEW FORM FORM**

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| **Please ensure that you have read and understood the Student Code of Conduct and the Fitness to Practise Procedure available at:** <https://registry.southwales.ac.uk/student-regulations/fitness-practise/>**This form should be submitted to the Student Casework Unit via email to:** **studentcasework@southwales.ac.uk** **no later than 10 working days after the formal notification of the outcome of a Fitness to Practise Committee. All relevant evidence MUST be submitted with this form.** |

**YOUR DETAILS**

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| **Surname:** |  | **First Name(s):** |  |
| **Student ID number:** |  |
| **Email address:** |  |
| **Course:** |  |
| **Faculty:** |  |

**GROUNDS FOR REVIEW**

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| **Please tick the box(es) that describes your grounds for requesting a review:** |
| **Ground A** | That new evidence or extenuating circumstances have become known that are relevant to the case, which you could not have reasonably made known at the time of the original hearing. *(NB Sensitive personal, family or cultural reasons will not be accepted as good reason.)*  |[ ]
| **Ground B** | That there were irregularities in the conduct of proceedings of such a significant nature as to cause reasonable doubt as to whether the committee would have reached the same decision had they not occurred. |[ ]
| **Ground C** | That the findings and recommendations of the Committee were disproportionate, given the circumstances of the case.  |[ ]

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| **Please provide outline your reasons for requesting a review of the penalty:** |
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| **Please detail what reasonable outcome or further action you are expecting:** |
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**EVIDENCE**

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| **Please list any additional evidence you have provided to support your grounds for requesting a review. Where new material evidence is submitted at this stage, please specify the reason(s) why this has not previously been provided.** |

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| **Evidence attached in support of your request for review** |
| **Type of evidence:** | **Date of evidence:** |
| *e.g. letter, e-mail, course materials, written statement* |  |
| *e.g. letter, e-mail, course materials, written statement* |  |
| *e.g. letter, e-mail, course materials, written statement* |  |
| *e.g. letter, e-mail, course materials, written statement* |  |

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| **Please specify the reason(s) why this evidence was not previously provided during the original hearing of the Fitness to Practise Committee:** |
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**SPECIFIC REQUIREMENTS – SUPPORT FOR STUDENTS WITH A DISABILITY**

The Student Casework Unit is committed to providing an inclusive service to all our students. We recognise that being involved in Fitness to Practice procedure may be a very stressful time. There are a number of ways in which the University can support you through its casework procedures. Please see <https://registry.southwales.ac.uk/student-regulations/> - Support for Students with Disabilities for more information.

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| **If you have a disability that you wish us to take into account, please indicate below.**  |
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We will contact our Disability Service and/or our Wellbeing Service to establish if you are registered with them. If you are not registered, then we may need to ask you for evidence of your disability.

**DECLARATION**

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| **I declare that the information given above, and any attached corroborating evidence, is accurate and true to the best of my knowledge.****I understand that in submitting this form I give my approval for relevant information/evidence to be made available to appropriate parties on request and shared in line with the relevant Communication Plan[[1]](#footnote-1)[1] and Privacy/Fair Processing Notice[[2]](#footnote-2)[2].***NB Policing Degree apprenticeships programmes only – your employer will be automatically notified of any submissions/ outcomes under this process.* |
| **Signed:** |  | **Date:** |  |

1. [1] Communication plans for each area of casework can be found here: https://registry.southwales.ac.uk/student-regulations/ [↑](#footnote-ref-1)
2. [2] <http://uso.southwales.ac.uk/ig/dp/> [↑](#footnote-ref-2)