

Complaints and Appeals Form

3. Are there particular staff members of AGAE who may need to be involved in the investigation of this complaint or appeal and in what way?

For assessment appeals, please complete the following.

4. Which unit and/or task is this appeal in relation to?

Signed:		Date:	/ /
Printed name:			

Important Note:

Complaints must be made with 30 calendar days of the incident or reason for complaint.

Appeals must be made within 30 calendar days of the original decision being made.

Any complaint or appeal lodged outside of the stated period will not be accepted by Mantra Academy.

Please return this form using the details below.

1926-1928 Sydney Road, Campbellfield VIC 3061