



Gippsland Institute of Technology

BFJ International Studies Pty Ltd trading as Gippsland Institute of Technology

RTO No: 45698

CRICOS No:03921A

Complaints and Appeals Form

Students who wish to submit a complaint or appeal can do so by completing this form. Outline the reasons for the complaint/ appeal and attach any supporting evidence. A full version of the Complaints and appeals policy and procedure and support when completing this form can be obtained from the Training Manager at info@git.org.au.

Please indicate whether you are lodging a: **Complaint** ☐ **Appeal** ☐

Name:

Date:

Course:

Provide an explanation of the reasons why you are complaining/ appealing. (please provide as much detail as possible including staff/ students involved, places, timings, assessment/ course details and other relevant details if appropriate).

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GIT

Note: Please attach all supporting evidence and submit this form to the Training Manager Gippsland Institute

of Technology 4/70 Main Street, Pakenham Melbourne Victoria 3810 or via e-mail to info@git.org.au.

Signed:

