

TITLE: **RESIDENCE APPEALS**
(Relates to EL-7: Treatment of Students)
(Relates to EL-18: Participation of Students)

EFFECTIVE DATE: March 1, 2004

PURPOSE:

Tenants have a right to question, receive explanations for, and seek to change decisions made by administrators and staff of Red Deer College Residence. The goal of this policy is, whenever possible, to resolve disputes at the informal level thus minimizing the need for formal appeals and to provide a process which is fair, supportive and timely for all parties involved.

POLICY STATEMENT:

All tenants in the College Residences may appeal a decision or ruling which affects them.

There are two main types of Residence appeals: discipline appeals and fee appeals.

Discipline appeals refer to any appeal related to disciplinary sanctions imposed by Residence staff on a tenant or guest of a tenant. Appeals in this category may include, but are not limited to, the following: warnings, Residence probation, fines, eviction or bans from Residence.

Fee appeals refer to any appeal made regarding a tenant's financial account.

GUIDELINES:

1. Appeals must be pursued in two sequential stages: Informal Procedures and Formal Procedures.
2. The office of the Vice President of College Services shall be responsible for monitoring the adherence to the timelines in the policy. All timelines may be extended at the discretion of the Vice President of College Services.
3. The Students' Association Student Life Vice President, Counsellors, and the Director of Student Services may act as resource persons.

ACCOUNTABILITY: Vice President of College Services

RESPONSIBILITY: Residence Manager
College Lawyer, Tenant's Association Executive

POLICY REVIEW DATE: March 1, 2005

Associated Policies: Residence Discipline and Dishonesty
Residence Discipline and Dishonesty Standard Practice
Residence Appeals Standard Practice