

# Appeal against a decision by the Office for Students under the Higher Education and Research Act 2017

Case reference number

Office stamp (date received)

Use this form to appeal to the First-tier Tribunal (Care Standards) against a decision by the Office for Students (OFS) to:

- Remove a registered higher education provider from the Register and/or the date specified as the date on which the removal takes effect
- Vary or revoke the degree awarding powers of higher education provider and/or the date specified as the date on which the variation or revocation takes effect
- Revoke authorisation to use the 'university' title and/or the date specified as the date on which the revocation takes effect
- The imposition or amount of a monetary penalty on a registered provider and/or the amount of that penalty
- The recovery of costs by the OFS in relation to the imposition of a monetary penalty, suspension from the register or the removal of a provider from the register and/or the amount of those costs

## A. Details of registered provider

Name

Address

Building and street

Second line of address

Town or city

County (optional)

Postcode

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Phone no.

Email address

**B. Details of representative (if any)**

Name

Address

Building and street

Second line of address

Town or city

County (optional)

Postcode

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Phone no.

Email address

### C. Nature of Appeal

Please tick the relevant box

- Removal from the Register under s.18
- The date specified under s.19(6) as the date on which the removal takes effect
- Variation or revocation of taught and research degree awarding powers (DAPs) under ss.42(1) or 45(1)
- The date specified under s.48(6) as the date on which the variation or revocation takes effect
- Revocation of authority to use the title 'university' under s.58(1)
- The date specified under the s.59(6) as the date on which the revocation takes effect
- A decision under section 15 to impose a monetary penalty on the provider
- A decision as to the amount of the penalty
- A decision under section 73 to require the provider to pay costs
- A decision as to the amount of those costs

### D. Is the appeal in time?

- Yes – **go to section E**
- No – **give your explanation in the box below**

An appeal must be made **before the end of the period of 28 days** beginning with the day on which notice of the decision was issued by the Office for Students. If you know your appeal is late, or you are not sure if it will be received in time, you must apply for an extension of time.

## E. Reasons for appeal

(i) Where the appeal is against a decision to deregister a provider; impose a monetary penalty; vary Degree Awarding Powers, recover costs or against the date at which a revocation of either DAPs or the date on which a revocation of the authority to use a 'University' title comes into effect then the grounds of appeal are:

- That the decision was based on an error of fact, or
- That the decision was wrong in law, or
- That the decision was unreasonable.

In the box below give full reasons why you think the decision is wrong and say what result you are seeking from your appeal.

**Note:** You **must** include with this appeal application a copy of any written record of the Notice of Decision against which you are appealing and statement of reasons.

- (ii) Where the appeal is against a decision **to revoke Degree Awarding Powers or to revoke authorisation to use the 'University' title** then the grounds of appeal are not specified and the Tribunal will consider the decision afresh. The Tribunal will take into account evidence that was not available to the Office for Students when it made its decision.

Please provide below details of any evidence that was not available to the Office for Students when it made its decision to revoke Degree Awarding Powers or revoke authorisation to use the University title.

## F. Type of hearing

If the Tribunal agrees, do you agree that the appeal can be determined on the written evidence without an oral hearing?

Yes

No

**Note:** Both parties and a Judge must agree to the appeal being heard on the papers, only after the response has been received from the Office for Students.

## G. Statement of truth

I believe that the facts stated in this section and any continuation sheets are true

The Appellant believes that the facts stated in this section and any continuation sheets are true.

The Respondent believes that the facts stated in this section and any continuation sheets are true.

### Your signature

### Date

Day

Month

Year

## When you have completed this form

Send it with a **copy of the interim order** to the Care Standards Tribunal

### Post:

HM Courts & Tribunals Service  
Care Standards  
1st Floor, Darlington Magistrates' Court  
Parkgate  
Darlington DL1 1RU

**Email:** [cst@justice.gov.uk](mailto:cst@justice.gov.uk)

**Phone:** 01325 289350

**Fax:** 01264 785013

For further information about appeals to the Tribunal, go to the Care Standards website: [www.justice.gov.uk/guidance/courts-and-tribunals/tribunals/care-standards/index.html](http://www.justice.gov.uk/guidance/courts-and-tribunals/tribunals/care-standards/index.html)