



CAIRNS
State High
The best we can be.

VOCATIONAL EDUCATION COMPLAINTS AND APPEALS FORM

Student to complete and submit to the Senior Pathways office (A30)

APPLICANT INFORMATION			
Student Name:		Student ID:	
Address:			
Telephone:		Email:	
Date of Incident:		Course:	
Type of Incident:			
DETAILS OF COMPLAINT/APPEAL/ASSESSMENT APPEAL			
<small>*Please attach a separate page if the space above is not sufficient to write the details of the details of complaint/appeal/assessment appeal.</small>			
Did you speak with your trainer to resolve the complaint?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Did you speak with the Student Pathways office to resolve the complaint?		<input type="checkbox"/> Yes <input type="checkbox"/> No	
Student's Signature:		Date:	

Note: All complaints will be taken seriously and a written statement will be given, outlining the complaint or grievance, how it has been handled on appeal, the outcome and reasons for any decisions made.

Cairns State High School's grievance procedures does not limit the rights of students to take action under Australia's consumer protection laws.

OFFICE USE ONLY	
Form received by:	
Form Received date:	
Signature Receiving Officer:	
Student Name:	Student ID:

www.cairnsshs.eq.edu.au

Cnr Sheridan & Upward Streets, Cairns, Queensland • P.O. Box 5643, Cairns, Qld Australia 4870
Telephone: +61 7 4050 3033 • Email: principal@cairnsshs.eq.edu.au

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