## University of Calgary Students' Union Review Board Process Summary

For more detail please see the General Procedure for the Review Board.

The Review Board has the ability to determine if it has jurisdiction over the decision being appealed, if proceeding to a hearing would be an abuse of process, or if the materials fail to support the application. At this point, the Review Board can choose to either dismiss an application or proceed through Review Board Processes. If the Review Board decides to dismiss an application, relevant parties will receive notice and the decision will be available to the public.

**Summary Dismissal** 

Any undergraduate student at the U of C can apply to appeal an SU decision. This can include decisions made during an election, SLC decisions, or an SU committee decision. The SU will timestamp the application and send an initial notice of receipt to the applicant within two business days.

The Review Board Chair receives applications and determines how to proceed within a reasonable timeframe.

Submit an

Application

**Review Board Chair** 

Jurisdictional

Hearing

The Review Board can choose to hold a prehearing conference to clarify issues and procedures and determine if a hearing is actually required.

Hearing

**Review Board** 

Decision

If it is required, the Review Board will hold a hearing to determine the merit of an application.

Review Board decisions are based on findings of fact and provided in writing with reasons for the decision. Decisions are made available to the public.

A person who is dissatisfied with a Review Board decision may appeal the decision of the Review Board to the Tribunal within 10 days on the grounds that the Review Board made a mistake, missed important information, or was obviously unfair in its decision.