Response to Show Cause
Unsatisfactory Academic Progress
COVER SHEET

- Students who have been issued a Show Cause Notification letter must follow the instructions below.
- To be considered to continue at The Australian National University, you must make a case by submitting a separate written statement.
- In that statement, you will need to identify the reasons for your poor performance, as well as provide evidence of your efforts to overcome your poor performance and of your capacity to succeed if you are permitted to continue, i.e. what/how will you change if you are permitted to continue.
- You should attach additional information or documents to support your application, if relevant. These must be included with this application. Documents submitted anywhere else, including at the University, will not be considered. Do not include academic material or course outlines.
- Your statement will need to address the points above and you must attach your statement and supporting documents to this coversheet. Please do not staple.
- The decision of the Academic Progress Committee will be emailed to you at your ANU student email address. Due to the short turnaround involved in meeting deadlines for academic progress, all communication to students concerning academic progress will be via your student email address. It is your responsibility to check your email.

All documents must be lodged with the Examinations and Graduations Office by the deadline communicated in your Show Cause Notification letter. You may submit hardcopy forms in person or by post to the address below or via email to examinations.officer@anu.edu.au

Family name
Given names
University ID
Phone/mobile

Have you submitted an application to transfer programs? YES [ ] NO [ ]
If Yes, specify the details: Program Name:
If Yes, when was the application submitted to Student Central? Date:

Student declaration
I certify that the information supplied by me on this form and in my attached statement is complete and true. I consent to the University contacting relevant third parties to verify that the evidence I have provided is accurate.

Student’s Signature ____________________________ Date ___________ DD/MM/YYYY

04-03-2014
E: examinations.officer@anu.edu.au
T: +61 2 6125 3888
F: +61 2 6125 2202
students.anu.edu.au/aep