

# Appeal Application for De-Designation

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## Appeal Process

- An educational institution can appeal within **60 days** from the notice of their de-designation.
- The educational institution owner or designated representative can complete the appeal and mail to: (or fax to 780-422-4516)
- The Executive Director will review the appeal. A meeting with the owner or designated representative may be scheduled if further clarification is required.
- The Executive Director will make a decision within 30 days of receiving the appeal and will notify the owner or designated representative in writing.

Advanced Education  
 Executive Director, Student Aid  
 9th Floor, Sterling Place  
 9940 106 Street  
 Edmonton AB T5K 2V1

## Educational Institution Details

Educational Institution Name		School Code	
<input type="text"/>		<input type="text"/>	
Owner or Designated Representative(s) Name(s)			
<input type="text"/>			
Apartment or Box Number	Street Address (add direction, e.g. S, NW, SE, if applicable)		
<input type="text"/>	<input type="text"/>		
City/Town	Prov/State	Country	Postal/Zip Code
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Telephone Number (format: 999-999-9999)	Fax Number (format: 999-999-9999)		
<input type="text"/>	<input type="text"/>		

## Details of Appeal (attach additional pages if required)

- Did you develop a Loan Repayment Strategy in recent years?  Yes  No  
 If yes, please attach strategy.  
 If yes, when were the strategies implemented? \_\_\_\_\_
- Have you monitored the results of the strategy?  Yes  No  
 If yes, please provide findings.
- Provide any other additional material or reasons that supports why you feel your institution should not be de-designated.

## Name(s) and Signature(s)

Owner or Designated Representative	Owner or Designated Representative
<input type="text"/>	<input type="text"/>
Signature of Owner or Designated Representative	Signature of Owner or Designated Representative
<input type="text" value="X SIGN HERE"/>	<input type="text" value="X SIGN HERE"/>
Date	Date
<input type="text" value="Day Month Year"/>	<input type="text" value="Day Month Year"/>