**Special Cases Committee Dissolution: Summary of Changes, January 2024**

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**Background:** In May 2023, Senate agreed to the dissolution of the academic committee (the Special Cases Committee) and transfer authority assigned to it under University Regulations 2 and 6 to Student Administration and Academic Affairs (SAAA), in particular the Special Cases Team. This means that all academic appeals will now be considered by the Special Cases Team or managers within SAAA. The Special Cases team is also supported by an Academic Advisory Group (AAG), made up of previously serving members of SCC. More information about the Special Cases Team and AAG can be found on the [University webpages](http://www.york.ac.uk/students/studying/progress/scc/).

The policy changes will apply to **all students with an ongoing academic appeal** with effect from 31 January 2023. This means that, irrespective of when you submitted your appeal, the new policy will apply to you as long as you have an ongoing academic appeal.

**Academic Appeals:** There have been a number of changes to the Student Academic Appeals Procedures. The key changes are summarised below:

* The principles underlying Academic Appeals have been simplified (Section 3).
* Section 4 has been amended to reflect the change in decision making and explains that Case Officers/the Special Cases Manager will now make Formal Stage appeal decisions and the Special Cases Manager/SAAA Management will make decisions at the Review Stage.
* Minor amendments have been to Section 7 (Decisions which can be appealed) for greater clarity.
* Section 8 (Grounds for appeal) has been amended for greater clarity. Exceptional circumstances and procedural error have been split up to make it clearer to students that there are two elements to establishing each appeal ground (this has always been the case, but it was not previously split up in the procedures).
* Section 11 (Evidence) has been added to clarify the evidentiary requirements of the appeals process. The evidence requirements remain unchanged, they have just been added to the procedures for ease of access.
* Section 12 (Consideration of Formal Stage Appeals) and Section 13 (Consideration of Review Stage Appeals) have been updated to reflect the delegation of authority to SAAA.
* Reference to “Triage” at both stages of the appeals process has been replaced with “Initial Consideration” as we feel this language is more straightforward.

The [Academic Appeals web pages](https://www.york.ac.uk/students/studying/progress/appeals/) have been updated and the numerous separate student advice documents (which were previously linked on the appeals webpages) have been merged into one improved [advice document](http://www.york.ac.uk/students/studying/progress/scc/appeal-form-guidance) which is housed in a dedicated webpage.

**Policy & Reporting:** The Special Cases team now reports to the [University Teaching Committee](https://www.york.ac.uk/about/organisation/subcommittees/teaching-committee/). The University Teaching Committee has oversight of the policies applied by the Special Cases team to Undergraduate and Taught Postgraduate students whilst the [PGR Policies and Programmes Committee of York Graduate Research School Board](https://www.york.ac.uk/about/organisation/subcommittees/pgr-policies-programmes/) has oversight of the policies which apply to Postgraduate research students.