



# University College Dublin

## Committee On Garda Vetting Appeals

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### Purpose and Function

Under the University Garda Vetting Policy (approved by Academic Council, 7 May 2015) the Committee is established to consider appeals from students in relation to the University's Garda Vetting procedure and its response to information provided by the Garda Central Vetting Unit and to come to decisions on those appeals.

The grounds for appeal that may be considered are:

- i. Incorrect process; specific evidence of irregularity in the University Garda vetting process;
- ii. New evidence of which the University was unaware when making its original decision;
- iii. Specified/stated grounds where the University's decision was based on erroneous information or interpretation

### Terms of Reference

- The committee shall consider each appeal on the stated grounds of its own merits.
- Garda Vetting Applications, Disclosures and information pertaining to the Assessment of the Information provided by the Vetting Unit shall be submitted to the Appeals Committee for the case under review.
- In evaluating an appeal, the Committee may consult with the Authorised Signatory, Programme Coordinator and Head of School and any other relevant persons as appropriate and may seek a written response from any such individual to the grounds on which the appeal is made. In addition the Committee may seek further written information from the appellant (student).
- The Committee may decide to uphold the decision or amend the outcome (e.g. registration status) of the Garda Vetting Assessment or to effect such other remedy as it considers appropriate. The Chair shall inform the appellant, the Authorised Signatory and the Head of School concerned of the outcome of an appeal in writing.

### Composition

- Membership shall comprise of the Registrar and two College Principals appointed by Academic Council.
- Members must declare any conflict of interest. Where there is a conflict of interest, the member shall step down. The remaining members may agree a replacement from UMT or other senior academic staff who has relevant expertise. The committee will agree a new chair who shall be a College Principal.

### Committee Chair

The Registrar will act as Chair for the Committee.