Appeal Form

See Reverse for Instructions!

Event: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Division: \_\_\_\_\_\_\_ School: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Coach: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

What rule/procedure do you feel was not followed? (If possible, cite specific page # and paragraph from rule book.)

Evidence submitted/Witnesses (Attach additional information if applicable):

Suggested Resolution:

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Appealing Coach’s Signature

**Coach: Fill in the above information and then submit this form to competition headquarters.**

Arbitrator’s Resolution: (This decision is final)

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Official’s Signature

See Reverse for Appeal Form!

Instructions for Appeals

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REMINDER: Illinois Science Olympiad runs on volunteers and the countless hours they

 contribute! This includes:

* Event Supervisors
* Tournament Directors (Invitational, Regional, and State)
* Headquarters teams, including Scoring and Arbitration

Please keep this in mind as you interact with these dedicated individuals.

Coaches are encouraged to use the appeal process whenever they have a question or a desire to clarify any problem or miscommunication that took place during the running of an event.

The Appeal Process:

1. Students become concerned about something that took place during an event.
2. Students immediately share this with their coach for review.
3. Coach double-checks the rules for the event as well as the FAQs and Rules Clarifications from both the National and Illinois Science Olympiad sites.
4. If the coach deems it necessary, he/she should file an appeal with the arbitration team.
	1. Coaches fill out an appeal form (located on the back of this page).
	2. Coaches take the completed appeal form to the tournament Headquarters to speak with
	3. the arbitration team.
5. The arbitration team investigates to determine if a problem occurred and works to find the best and most appropriate solution.

Important Notes:

* The appeal process does not limit students from asking questions of the Event Supervisor. In fact, students are encouraged to do so.
* Event Supervisors must stay on their already very full schedule. Because of this, coaches are asked to use the appeal form and not interrupt the running of the event.
* Parents are absolutely NOT allowed to interfere with the event or communicate with the Event Supervisor. Parents should follow the process above and share any concerns with the coach of their child’s team.
* The sooner an appeal form is submitted, the more options there are to resolve a problem.
* Once the arbitration team has reviewed the appeal, they will do their best to explain to the coach how they arrived at their decision. The arbitration team’s decision is final.