**Swansea University L#583059**

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| **ADMIN REVIEW APPLICATION FORM / CAIS AM ADOLYGIAD GWEINYDDOL**  **This form is only to be used when requesting an Admin Review against the decision of withdrawal for non-enrolment or closure of enrolment record.**  *If you wish to appeal* *against the decision of the Examination Board or one of its sub-committees please complete the ‘Request for Appeal’ form and refer to the Academic Appeal Regulations****.***  **Dylid defnyddio'r ffurflen hon wrth gyflwyno cais am Adolygiad Gweinyddol o benderfyniad tynnu'n ôl neu gau cofnod cofrestru o ganlyniad i beidio â chofrestru.**  *Os ydych yn dymuno apelio yn erbyn penderfyniad y Bwrdd Arholi neu un o’i is-bwyllgorau, cwblhewch y ffurflen ‘Cais am Apêl’ a gweler y Rheoliadau Apeliadau Academaidd.* | | | | |
| **SECTION A / *ADRAN A* (Personal Details / *Manylion Personol*)** | | | | |
| Name in full / *Enw’n llawn*: | | | Student Number / *Rhif Myfyriwr:* | |
| Address / *Cyfeiriad*: | | | | |
|  | | | | |
| Contact Telephone Number / *Rhif Ffôn Cyswllt*: | | | | |
| Contact Email Address / *Cyfeiriad E-bost Cyswllt:* | | | | |
| Faculty/School: | | Programme of Study or Research */ Rhaglen Astudio neu Ymchwil:* | | |
| Level or Year of Study / *Lefel neu Flwyddyn Astudio:* | | Decision you wish to be reviewed / *Y Penderfyniad yr hoffech iddo gael ei adolygu:* | | |
| **SECTION B / *ADRAN B (*Additional Information /*Gwybodaeth Ychwanegol*)** | | | | |
| **Please explain why you have not enrolled for your programme at the University. / *Esboniwch pam nad ydych wedi bod yn cyfranogi yn eich astudiaethau yn y Brifysgol.*** | | | | |
| **Please explain why you think the decision to withdraw you from your programme or closure of your enrolment record due to non-enrolment should be reviewed. / Esboniwch pam rydych chi'n credu y dylid adolygu'r penderfyniad i'ch tynnu'n ôl o'ch rhaglen neu i gau eich cofnod cofrestru am beidio â chofrestru.** | | | | |
| **SECTION C / *ADRAN C* (Outcome of your Admin Review / *Canlyniad eich Adolygiad Gweinyddol)*** | | | | |
| **What would be the preferred outcome of your Admin Review? Please provide details of whether you wish to continue your studies in the current session or suspend or defer your studies to the next intake. / *Beth fyddai canlyniad gorau eich Adolygiad Gweinyddol i chi?******Rhowch fanylion ynghylch a hoffech barhau â'ch astudiaethau yn ystod y sesiwn bresennol neu atal neu ohirio eich astudiaethau tan y bydd y garfan nesaf yn dechrau.*** | | | | |
| **STUDENT DECLARATION / *DATGANIAD*** | | | | |
| ***I give my consent for this information to be circulated to the relevant members of staff for the purpose of investigating my Admin Review. / Rhoddaf fy nghaniatâd i'r wybodaeth hon gael ei lledaenu ymhlith yr aelodau staff perthnasol at ddibenion ymchwilio i'm Hadolygiad Gweinyddol.*** | | | | |
| Signed / *Llofnod:* | | | Date / *Dyddiad:* | |
| **SECTION E / *ADRAN E* (For completion by the Faculty/School / *I'w chwblhau gan y Gyfadran/Ysgol*)** | | | | |
| **Does the Faculty/School support the student’s preferred outcome? Please provide details of the reasons for your decision and whether the student is permitted to continue in the current session, suspend or that the withdrawal should stand.** **If the Faculty/School recommends a suspension outcome, please confirm when the next available intake would be. / *A yw'r Gyfadran/Ysgol yn cefnogi canlyniad gorau'r myfyriwr?******Nodwch y rhesymau dros eich penderfyniad ac a ganiateir i'r myfyriwr barhau yn y sesiwn bresennol, gohirio neu y dylid cadw at y penderfyniad i dynnu lle'r myfyriwr yn ôl.* *Os bydd y Gyfadran/Ysgol yn argymell ataliad dros dro, a wnewch gadarnhau pryd bydd y garfan nesaf bosibl yn dechrau.*** | | | | |
| Signed / *Llofnod:* | | | | Date / *Dyddiad:* |
| **SECTION F / ADRAN F (****For completion by Student Compliance Services in the case of Student Route/Tier 4 students / *I’w gwblhau gan y Gwasanaethau Cydymffurfiaeth Myfyrwyr yn achos myfyrwyr Llwybr Myfyrwyr/Haen 4.)*** | | | | |
|  | | | | |
| Signed / *Llofnod:* | Date / *Dyddiad:* | | | |