

Erasmus Mundus Master QuanTEEM

Appeal procedure

1. Appeal following rejection of your application

You are applying for admission in the Erasmus Mundus Master QuanTEEM at Université Bourgogne Franche-Comté. You have been notified of the rejection of your application and you wish to appeal this decision and request a reassessment of your application by the pedagogical committee.

2. What should the appeal contain ?

- Your surname, first name, address and contact information (phone number and email address);
- The name of the degree (Erasmus Mundus Master in Quantum Technology and Engineering – QuanTEEM);
- Your application number;
- A clear explanation of the reasons which motivate you to appeal against the rejection decision.

Your application documents have already been thoroughly assessed by the pedagogical committee of QuanTEEM. It is therefore advised to phrase your appeal in a relevant and reasoned way, clearly referring to specific documents of your application (e.g. transcripts, recommendation letter, ...). Additional documents will not be accepted.

The appeal must be sent by email to the following address: quanteem@ubfc.fr.

3. Timeline

Appeal must be sent **within two months after the date of notification of rejection of your application**.

From the date of receipt of the appeal, **the University has two months to answer**. A lack of response from the University within this period means that your appeal is rejected (implicit rejection decision).

4. Your appeal has been rejected, what can you do ?

You have several possibilities:

- Apply in other higher education institutions which could accept your application.
- From the date of rejection of your appeal by the University, explicit or implicit, you can file a legal recourse before the Administrative Court of Besançon (tribunal administratif de Besançon), 30 Rue Charles Nodier, 25000 Besançon, within two months.

