

04.13.04 Appeal of suspension

Description

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Students who have been suspended may appeal to be reinstated to active status only in cases of extenuating medical or personal circumstances (e.g., a death in the family, significant documented illness of the student and/or immediate family member, or documented injury). The Senior Associate Dean of Academic Affairs review all appeals of this type.

Appeals must be made in writing no later than 10 business days after the date of the letter of suspension. Students must document their reason for appeal, provide a personal statement documenting how they plan to improve the academic standing in the coming semester, and provide any necessary supporting documents. Acceptable supporting documentation may include:

- A physician's written statement to substantiate illness or injury
- A written statement from a clergy, family member or other third party who knows the student's situation
- Newspaper obituaries or death certificates to substantiate deaths

Appeals in which students fail to submit adequate, acceptable, and appropriate documentation, or fail to submit their written appeal within 10 business days, will be denied.

Appeals will be assessed and approved on a case-by-case basis. If approved, the suspension will be lifted, the student will be placed on Financial Aid Probation, and an academic action plan will be established in order to assist the student in regaining SAP. Failure to complete the action plan may lead to the student's dismissal. (updated 1/2017)

Date

2024/07/06