INSTRUCTIONS FOR SUBMITTING A PETITION TO THE
ACADEMIC APPEALS COMMITTEE FOR SUSPENSIONS (1S & 2S)

The Auburn University Academic Appeals Committee has the responsibility of rendering decisions concerning students who do not meet the academic eligibility requirements for continued enrollment in the University.

It is the student’s responsibility to submit a petition to the Committee requesting a review of his/her case. An appeal for readmission does not constitute approval. While each petition is considered on the merits of that particular case, a student placed on academic suspension should not expect to be readmitted to the University for the semester immediately following the suspension. Second suspensions will most likely not be considered for readmission until they have sat out at least half of their suspension. Any student on suspension should be prepared to remain out of school for the duration of the suspension. Only in cases involving extreme extenuating circumstances will the Committee seriously consider early readmission.

Before submitting an appeal, please contact your advisor to make sure all other options have been utilized (i.e. GAPS).

To submit a petition to the Academic Appeals Committee, the petition should be typed and submitted/attached online at academic.appeal@auburn.edu by the deadline set by the Committee, which is May 12, 2016 by 4:45 p.m. There will be NO EXCEPTIONS to the deadline. You must include the following in your packet:

- Academic Appeal Form
- Any supporting documentation that confirms circumstances, i.e. medical documents, death certificate, etc. Do not attach additional letters explaining extenuating circumstances, only use the space provided on the appeal form.
- Study Smart certificate (or some comparable documentation) ONLY if you have taken the course.

The purpose of the written petition portion of the Academic Appeal Form is to provide the Committee with information which the student believes should be considered during the appeals process:

1. The request should be based on logical considerations and realistic expectations rather than on an emotional plea. Provide brief information regarding extenuating circumstances and include appropriate documentation. For example, to simply state how badly you would like to remain in school at Auburn does not offer any support.

2. The petition should also contain information about what the student has done to improve his/her academic performance while not involved in formal education.

In making its decision, the Committee will consider the information provided by the student as well as his/her academic credentials. Once the decision is made, the student will be notified by email to his/her Auburn email address. If additional information is required concerning your appeal, please email any supporting documentation to academic.appeal@auburn.edu

Please note - a financial appeal approval is NOT an approval for an academic appeal. The two appeals are separate entities.

Rev. 4-19-2016
INSTRUCTIONS FOR SUBMITTING A PROVOST APPEAL
FOR STUDENTS WHO ARE ON ACADEMIC DISMISSAL
(Must meet the following criteria)

THIS TYPE OF APPEAL IS ONLY FOR STUDENTS WHO MEET THE FOLLOWING CRITERIA:

• Student must be within 18 credit hours of completion of the degree.
• Student must have an overall institutional GPA of 1.85 or higher.
• Student must demonstrate that he or she has made the appropriate changes and is ready to complete his/her degree requirements.

Appeals for students in this category are made through the student’s Dean to the Provost. Students who meet these criteria and wish to appeal their DISMISSAL should contact the Registrar’s Office to start the process for a Provost Appeal.