

Title: Student Scholastic Appeals Committee

Originator: Chief Academic Officer

Approval Date: April 19, 2021

Effective Date: April 19, 2021

Purpose: To establish rules and guidelines by which the Student Scholastic Appeals Committee operates

See Also: IHL 615

Reviewer: Chief Academic Officer

Review Date: Fall 2025 and every five years thereafter

Operating Details

1. The Student Scholastic Appeals Committee shall consist of two faculty members from each College, and one faculty member from each School to be appointed each year. A representative from the Registrar's Office will serve as an ex officio member. Representatives from a College must be from different departments within the College. Members' names are not to be identified in public documents for anonymity and integrity of this committee.
2. The maximum allowable period of service on this committee for any member shall be three consecutive years. After a three-year term, a member should leave the Committee for one year before being reassigned.
3. The Chair of the Student Scholastic Appeals Committee shall be appointed by the Chief Academic Officer from previous Committee incumbents and shall serve for two calendar years in this position.
4. Any student who has been suspended from Mississippi University for Women for academic reasons shall have the right to appeal her/his suspension.
5. Detailed procedures for appealing an academic suspension shall be clearly stated in the current editions of both the MUW Bulletin and the Student Handbook and shall be posted on the University website.
6. The student's appeal shall consist of a letter, in her/his own words, addressed to the Scholastic Appeals Committee in care of the Academic Affairs Office. It should contain salient information detailing possible reasons and explanations for sub-standard academic performance, any extenuating circumstances, etc. In

addition to the student's own letter, any letters of support for the student from outside parties should also accompany the letter.

7. The Chief Academic Officer shall forward the appeal information to the Chair of the Student Scholastic Appeals Committee. The deadline for receiving appeals shall be the working day prior to the published registration date for the semester for which the student intends to register.
8. Neither the student, nor any other parties, shall be granted the privilege of a personal appearance or hearing before the Committee.
9. The Committee shall reserve the right to seek any relevant academic information pertaining to the student, such as class attendance records, transcripts, ACT scores, etc., before rendering a final decision on the suspension or continued suspension of the student.
10. The Committee shall have the right to impose certain academic requirements or conditions on any student it readmits to the university. These may include but are not limited to prescribing certain courses, determining semester course load, requiring a specified level of scholastic performance, and receiving academic counseling.
11. A written statement concerning the actions of the Committee on each student's appeal shall be forwarded to the Chief Academic Officer who will then notify the student in writing of the Committee's action. If the student's appeal is granted, a copy of the notification will be sent to the Admissions Office, the Registrar, the student's Academic Department, and if appropriate the Director of Student Success Center.
12. The Student Scholastic Appeals Committee represents the highest performance review board to which the student may appeal an academic suspension. The decisions of the committee are not subject to review or change by any other university authority.