



Appeal of Academic Suspension Form (Revised Feb. 2019)

***Undergraduate Students Only; Graduate Student Appeals must be addressed to the Dean of the College overseeing the graduate program**

Student Name: (print) _____ (sign) _____

Student ID Number: 000 _____ Major: _____

Semester Applying for Appeal: _____ Date: _____

Are you receiving Veterans Educational Benefits (GI Bill)? Yes No

Address: _____

City: _____ State: _____ Zip Code: _____

Telephone Numbers: Home: _____ Cell: _____

Athens State University Email Address: _____

Instructions:

With this form, provide a typewritten letter to address each question listed below:

- 1) State why your academic performance resulted in suspension.
- 2) Explain why you should be admitted/reinstated.
- 3) Discuss your plan to be successful if reinstated.

Submission:

This form must be submitted with supporting materials before the first day of classes for the term in which the student wishes to re-enroll. Any student appealing academic suspension who fails to meet the deadline will be required to serve out the suspension.

An appeal from with supporting materials may be submitted via email using only the student's Athens State issued email address to SuccessCenter@athens.edu, in person to the Student Success Center, via mail (Athens State University, Student Success Center, 300 N. Beaty St. Attn: Student Success Center, Athens, AL 35611) or via fax (256-233-8163).

Next Steps:

The Committee will review a complete appeal packet. The student will be notified via their Athens State issued email address.

If the appeal is granted, the transcripts for a student who has had suspension waived upon appeal will still note the student was suspended in the applicable term.

In order to promote student success and provide intervention in cases of unsatisfactory academic performance, the University reserves the right to take appropriate steps for any student whose suspension is waived, including but not limited to: limiting the student's course load, and/or requiring the completion or repeat of other specific courses.

The decision of the Committee, together with the materials presented by the student, will be placed in the student's official records. Please note unless you have a signed release on file, Athens State officials may not discuss the results of your appeal with anyone except you, the student. This is in accordance with the Family Educational Rights and Privacy Act (FERPA).

For University usage only:

Appeal Granted: Yes No

Date: _____

Comments _____

Signature of Appeal Committee:
