



First Professional Appeals Panel Form to Request a Hearing

The First Professional Appeals Panel (FPAP) hears appeals regarding allegations of material due process. Appeals through the FPAP are an option only when a student alleges that there has been a material defect in due process. This is not a mechanism by which to appeal the outcome of a decision made through administrative processes. Appeals regarding program or Office of Graduate and Professional Student requirements do not qualify for a FPAP hearing. This form should be filed no later than ten (10) university business days after receiving the dean's (or designee's) letter from their Professional School notifying them of the outcome of their hearing in the Professional School in which they are enrolled.

The act of filing the FPAP Form to Request a Hearing to the Associate Provost for Graduate and Professional Studies represents authorization for the First Professional Appeals Panel members to receive full access to the student's Appeal Summary File. Please complete this cover sheet and provide a response to the information requested on page 2.

Name: _____

UIN: _____

Department: _____

Local Address: _____

City, State, Zip: _____

Home Phone: _____

Cell Phone: _____

Permanent Address: _____

City, State, Zip: _____

Email address: _____

Signature

Date



The First Professional Appeals Panel considers appeals only if, after a student has completed all required steps in the Professional School, the student has not received a satisfactory outcome as a result of a material defect in due process. Summarize the actions undergoing appeal and describe chronologically and in detail **how the described actions represent a material defect in due process**. A hearing before the FPAP is unlikely to be granted if the actions are not clearly described as a material defect in due process. Use additional separate pages as needed.