



Graduate Academic Appeals Panel Form to Request a Hearing

The Graduate Academic Appeals Panel (GAAP) hears appeals that involve disciplinary actions stemming from disputes over an unauthorized absence determination or final grades; disputes over evaluation of performance on examinations required by the department, intercollegiate faculty or graduate advisory committee; and disputes over probation, suspension, dismissal, or termination from a department, interdisciplinary degree program, and/or college for scholastic deficiency. Appeals represent an option when a student alleges that an arbitrary, capricious or prejudiced evaluation occurred. Appeals regarding departmental, intercollegiate faculty, or Office of Graduate and Professional Studies requirements do not qualify for a GAAP hearing. This form should be filed no later than ten (10) university business days after receiving the dean's (or designee's) letter, as specified in Student Rule 59.6.

The act of filing the GAAP Form to Request a Hearing to the Associate Provost of the Graduate and Professional School represents authorization for all Graduate Academic Appeals Panel members to receive full access to the student's Appeal Summary File. Please complete this cover sheet and sections I, II, and III.

Name: _____

UIN: _____

Department: _____

Local Address: _____

City, State, Zip: _____

Home Phone: _____

Cell Phone: _____

Permanent Address: _____

City, State, Zip: _____

Email address: _____

Signature Date



I. Graduate Academic Appeals Panel jurisdiction covers 3 areas. Indicate below the category into which your appeal falls:

- Appeal involves an unauthorized absence determination or final grade.
- Appeal involves evaluation of performance on examinations required by the department, intercollegiate faculty, or graduate advisory committee.
- Appeal involves probation, suspension, dismissal, or termination from a department, interdisciplinary degree program, and/or college for scholastic deficiency.

II. Summarize the action(s) undergoing appeal and describe chronologically and in detail **how the described actions represent arbitrary, capricious or prejudiced evaluations.** A hearing before the GAAP is unlikely to be granted if the actions are not clearly described as arbitrary, capricious, or prejudicial. (Use additional separate pages as needed.)



III. The Graduate Academic Appeals Panel considers appeals only after a student completes and exhausts all other evaluation/appeal procedures. Before hearing an appeal, the student's attempt to resolve the dispute must involve (as appropriate) the following reviews: faculty, examination committee chair, department or intercollegiate faculty, and college. Briefly describe below the outcome, including actions and responses, obtained at each relevant stage of the review. (Use additional separate pages as needed.)

A. Faculty Review

[In all cases concerning disputes over an unauthorized absence or a course grade]

B. Examination Committee Chair Review

[In all cases concerning examinations by department, intercollegiate faculty or graduate advisory committee]

C. Department Head or Chair of Intercollegiate Faculty (or designee) Review

[In all cases]

D. Dean of the College (or designee) Review

[In all cases]