

Academic Censure/Satisfactory Academic Progress Appeal: Graduate School of Management

Purpose: Used by Graduate School of Management students who wish to appeal academic dismissal from the Graduate School of Management or the university and/or failure to maintain Satisfactory Academic Progress (SAP) for financial aid eligibility.

Student Instructions:

notification you received.

Note if using email: the appeal form, the document from Section 3, and any supporting documentation can be scanned and sent ONLY via your Marquette email account.

Graduate School of Management Instructions:

1. Make a determination in Section 5 and then notify student.
2. Return the completed and signed appeal form, the Academic Plan spreadsheet, the student's document from Section 3 and any supporting documentation provided by the student to the _____

(label your answers to correspond with the questions, i.e. a., b., c., d.)

a. Indicate the type(s) of extenuating circumstances that prevented you from being academically successful during the term indicated above. Extenuating circumstances must be non-academic in nature. Please check all that apply.

b. Provide a brief summary of the extenuating circumstances you indicated in 4a to help the appeal committee understand the impacts on your academic performance. If your circumstances are sensitive in nature, you are not required to disclose those details. If you are receiving support from an office or program at Marquette University in relation to the circumstances (e.g., Title IX, MUPD, etc.), you are encouraged but not required to share the name of the office or program.

c. What measures within your control have you taken or will you take to achieve and maintain satisfactory academic progress moving forward? These measures may include the strategies you will utilize that will allow you to be academically successful. Be specific and provide your rationale for each strategy. Strategies may be academic in nature or may address non-academic challenges faced during your Marquette University graduate studies.

d. Propose an academic plan that will allow you to return to satisfactory progress in your degree program. A plan must include restrictions/conditions of the reinstatement. In addition, it must be measurable and ensure that you are able to meet the institution's SAP standards by a specific point in time. Plans should include courses to be taken, expected grades and a time frame to complete the outlined objectives.

Section 4: Student Statement/Signature

I hereby request reinstatement to the university and the Graduate School of Management after my academic censure, if applicable, and/or of my financial aid eligibility (SAP). I understand the Graduate School of Management has the final decision in all academic censure and/or SAP appeals. I also understand and agree that I am bound by the credit/GPA conditions applied to me in the academic plan, created specifically for me, and that I must comply with all of these conditions; or I will again be subject to academic censure and/or made ineligible for financial aid.

Student's Signature _____

Date _____

RWAR/SAP SAP (only)

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In addition, attached is the Office of Student Financial Aid Academic Plan spreadsheet outlining the conditions of this reinstatement for the above name student.

Name and title of Dean/Designee (print) _____

Date _____

Signature of Dean/Designee _____