The University of Akron
Center for Academic Advising and Student Success – Simmons Hall
Academic Appeal Routing Form

If you feel your academic performance this semester was affected by circumstances beyond your control, you may appeal the dismissal action. To do so, please send a **typed appeal letter** stating your reasons for not achieving an acceptable grade point average and **provide appropriate documentation from a third party** explaining the circumstances. Third party documentation may include a doctor's statement, statement of hospitalization, records concerning legal matters, or similar documentation on official letterhead.

Appeal letters can be mailed, faxed or submitted in person.

Please return this completed form, your typed appeal letter and your documentation by one of the following methods:

Deliver to:

Center for Academic Advising & Student Success - Simmons
Simmons Hall, 2nd Floor
Room 205

Mail to:

Academic Appeals Committee
The University of Akron
Center for Academic Advising & Student Success - Simmons
Akron, Ohio 44325-6206

Fax to:

Academic Appeals Committee
(330) 972-5313

SECTION TO BE FILLED OUT BY STUDENT - *Please print*:

Name: _____ Student ID Number: _____

Address: _____ Day Phone# (_____)_____
          Street   City   State   Zip

Semester for readmission: _____ Fall _____ Spring _____ Summer _____ Year: _____

Documentation type included (e.g., doctor's letter, medical information, legal information, etc.)

_____

Contact information for third party documentation source: Name: _____

Phone: _____   Address: _____

Student's Signature: _____   Date: _____

FOR UNIVERSITY USE ONLY:

Date Received: _____   Date Logged In: _____   Date Letter Sent: _____

Additional documentation needed: _____

Calls made to request documentation: _____

Final Decision:

_____ Denied   _____ Accepted   Semester Eligible to return: _____

Date Attending IAM Workshop: _____

Name _____

ID # _____

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Academic Appeal Committee Decision Form

REVIEWER AND COMMENTS   *DISPOSITION*

1)   _____ Accept   _____ Deny

2)   _____ Accept   _____ Deny

3)   _____ Accept   _____ Deny