

ACADEMIC STANDARDS COMMITTEE

The Academic Standards Committee responds to problems arising from academic deficiencies of individual students, petitions for exemption from requirements of the curriculum, and petitions related to transfer of credits.

Students wishing to petition the committee should follow this format/ content:

1. A concise statement of the action or decision sought by the petitioner. Examples are:
 - Request waiver of requirement in the curriculum,
 - Request for reconsideration of transfer of course credit
 - Request for appeal of probation or dismissal

2. A rationale for the action or decision being sought.

3. Other documents that verify claims made by the petitioner or that support the requested action or decision. Examples are:
 - Letter(s) from advisor, instructors, or both
 - Letter(s) from psychologist, counselor, physician, or minister
 - Letter(s) from employer(s)

Completed petitions must be submitted to the Records Office no later than 48 hours before a regularly scheduled committee meeting. Electronic submissions are preferred.