



Exceptions and Appeals: Undergraduate #340.140

INITIAL EFFECTIVE DATE:	LAST REVISION DATE:	RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT
June 29, 1994	November 17, 2020	Academic Affairs

POLICY STATEMENT

Exceptions to undergraduate academic policies and procedures must be approved by the degree granting program, the appropriate academic dean, and the Provost or designee.

A decision to deny the exception may be appealed through a written petition (e.g., Department Chair, Dean, Provost designee).

SCOPE

This policy applies to undergraduate students, advisors, program faculty, and administrators.

REASON FOR POLICY

To state the exceptions and appeals to undergraduate academic policies and procedures.

ROLES AND RESPONSIBILITIES

Students: Meet with advisor/faculty to discuss need for policy exception or appeal.

Advisor/Faculty: Assist student in creating an exception or appeal for department chair approval.

Department Chair: Reviews request for exception or appeal and upon approval, submits to the academic dean.

Dean: Reviews request for exception or appeal and upon approval, submits to the Provost or designee.

Provost or Designee: Reviews request for exception or appeal and notifies the student and the appropriate unit(s) of the final decision.



CONTACTS

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HISTORY

Initial Effective Date: June 29, 1994

Review Dates (review performed, no updates): February 7, 2024

Revision Dates (updates made to document): March 26, 2008; November 17, 2020