Undergraduate Academic Appeal Procedure:
Students Appealing for Undergraduate Readmission for Spring 2018

Academic Appeal Forms due: 4:00 p.m. Monday, January 8, 2018, MT One Stop, SSAC 210
Academic Appeals Committee meeting: 9:00 a.m. Wednesday, January 10, 2018, COE Building

It is the student’s responsibility to follow-up to ensure the Undergraduate Academic Appeal Form is received PRIOR to the Monday, January 8, 2018, 4:00 p.m. deadline on their PipelineMT.

If you attended another school while on suspension from MTSU, do not complete this form. Re-enroll online. Attending another school while on suspension does not guarantee re-admission to MTSU.

<table>
<thead>
<tr>
<th>Academic Suspension</th>
<th>Suspension displayed in PipelineMT on:</th>
<th>Appeal form/documentation due:</th>
<th>Receipt of appeal form in PipelineMT:</th>
<th>Appeal Committee Meets:</th>
<th>Results Displayed in PipelineMT:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evening of December 18, 2017(^1) (E-mail also sent to student’s MTSU email address)</td>
<td>4:00 p.m. January 8, 2018 MT One Stop, SSAC 150</td>
<td>Within 2 business days of receipt(^2)</td>
<td>9:00 a.m. January 10, 2018 COE Bldg.</td>
<td>Upon receipt of e-mail notification. No later than the morning of January 11, 2018(^2)</td>
<td></td>
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</tbody>
</table>

1. PipelineMT>Registration & Student Records>Academic Records>Final Grades-Select term
2. PipelineMT>Registration & Student Records>Academic Records>Academic (ONLY after TWO BUSINESS DAYS, if there is no entry for the fall term displayed in PipelineMT, email records@mtsu.edu.

- If you plagiarize your academic appeal, the appeal will be denied and you will be reported to Judicial Affairs.
- To request a personal interview, you must be present by 9:00 a.m. on Wednesday, January 10, 2018, in the College of Education building to sign the roster for an interview. See the back of this page for the specific room for your college committee. A personal interview is not required. If you choose not to be interviewed, your appeal will be determined that same day based upon the written form submitted.
- If you plan to change your major, you must do so by 4:00 p.m. Monday, January 8, 2018 appeal deadline at http://www.mtsu.edu/registration/change-major-form.php. **In the “COMMENT” section you must state “Suspension Appeal”.** You will NOT be allowed to switch your major and interview with a different college/major while at the appeal committee.
- The decision of the Academic Appeals Committee is FINAL and only valid for the term appealed. **The committee’s decision cannot be overturned.** There is no higher appeal.
- You will receive an e-mail when the results can be viewed in PipelineMT by the morning of Thursday, January 11, 2018. Registration restrictions for students who were readmitted will be removed by Thursday, January 11, 2018.
- If you were not enrolled Fall 2017 and your academic appeal is approved, you will need to complete a re-enrollment form online.
- If you are readmitted, this committee might impose conditions such as limiting your enrollment to 8 or 14 credit hours for the term and/or requiring you to see the College Advisor.
- Readmission by the Academic Appeals Committee does not imply reinstatement of financial aid, if applicable. **There is a separate appeal process and deadline for financial aid if you were also suspended from aid.** Check the Financial Aid website for more details.
- Please be aware that if we become aware of an incident of sexual harassment or sexual violence at MTSU based on the contents of an appeal, we are responsible for reporting it to the appropriate authorities. Visit MTSU’s [Title IX website](http://www.mtsu.edu/titleix/) for more information about Campus Sexual Violence Elimination (SaVE) Act.
<table>
<thead>
<tr>
<th>College</th>
<th>Meeting Location</th>
<th>Majors in these Departments</th>
</tr>
</thead>
<tbody>
<tr>
<td>Basic &amp; Applied Science</td>
<td>COE 140</td>
<td>BIO/FRSC, BIOC/CHEM/SCI, MATH, PHYS</td>
</tr>
<tr>
<td>Basic &amp; Applied Science</td>
<td>COE 141</td>
<td>ABAS, AERO, CIM, CM, CSCI, ENGT, ENVI, GEOS</td>
</tr>
<tr>
<td>Behavioral &amp; Health Science</td>
<td>COE 142</td>
<td>CJA, HHP, HSC, NURS, PSY, SOWO</td>
</tr>
<tr>
<td>Business</td>
<td>COE 144</td>
<td>ACTG, BUAD, BUED, INF, ECON/FIN, ENTR, MGMT, MKT</td>
</tr>
<tr>
<td>Education</td>
<td>COE 145</td>
<td>EACH, INTR K-6 &amp; 6-8, SPED</td>
</tr>
<tr>
<td>Liberal Arts</td>
<td>COE 146</td>
<td>AFRS, ART, ENGL, FLL, GS, HIST, MUS, ORCO, PHI/RS, PS/INRE, SOC/ANTH, THEA/DANC</td>
</tr>
<tr>
<td>Media &amp; Entertainment</td>
<td>COE 148</td>
<td>EMC, JOUR, RIM</td>
</tr>
<tr>
<td>University</td>
<td>COE 149</td>
<td>Professional Studies, RODP, Liberal Studies, Integrated Studies, Undecided-GenED</td>
</tr>
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</table>
Spring 2018
Undergraduate Academic Suspension Appeal Form

The completed form must be received no later than 4:00 p.m. January 8, 2018.
Submit: in person at the MT One Stop, SSAC 210, scan and email to records@mtsu.edu, fax to 615-898-5538 or mail to be received by deadline to Registrar’s Office, SSAC 150, 1301 E. Main St, Murfreesboro, TN 37132.

If you attended another school while on suspension from MTSU, do not complete this form. Re-enroll online. Attending another school while on suspension does not guarantee re-admission to MTSU.

Name: ___________________________________________ MTSU ID: M__________
    Last               First               Middle

Number of suspensions received from all colleges attended, including this suspension: ______

Were you enrolled at MTSU during Fall 2017?  ___ Yes  ___ No

Were you enrolled at another institution while suspended from MTSU?  ___ Yes  ___ No

This appeal form is for academic suspension from the university only. The decision of the Academic Appeals Committee is FINAL. The committee’s decision cannot be overturned; there is no higher appeal. This is not a Financial Aid appeal.

You must submit the following items with this completed appeal form as one packet:

- A statement of those factors that have contributed to your academic difficulties this past semester.
- Create a plan for improvement if your appeal is granted.
- Submit documents, if applicable, from medical doctors or others in support of your appeal.

It is recommended you meet with your advisor to review your paperwork prior to submitting by the deadline.

If you plagiarize your academic appeal, the appeal will be denied and you will be reported to Judicial Affairs.

I have read this form and understand that the Academic Appeals Committee’s decision is final.

Student Signature:________________________________________ Date:____________________

Middle Tennessee State University, in its educational programs and activities involving students and employees, does not discriminate on the basis of race, color, religion, creed, ethnic or national origin, sex, sexual orientation, gender identity/expression, disability, age (as applicable), status as a covered veteran or genetic information.