

Westphal College Academic Standing Committee

Appeal Policies & Procedures

POTENTIAL REASONS FOR ACADEMIC DISMISSAL

- Cumulative GPA falls below 2.0 for three consecutive terms
- Term GPA falls below 1.0 in any term
- Failure to meet conditions of Reinstatement Contract
- University Policy http://www.drexel.edu/provost/policies/academic_standing.asp

RIGHT TO APPEAL

- Student who feels that they have mitigating factors that led to the dismissal
- Student has new plan for academic success
- Student may appeal their dismissal a **maximum of two times**

HOW TO SCHEDULE AN APPEAL MEETING

- Academic Standing Committee meets on the **first day of every term**
- Appeals must be scheduled through the Westphal College Office of Student Services by calling **215-895-2396**
- If administrator is not available to speak, student leaves name, id and phone number. Student is contacted with meeting time

PREPARING FOR APPEAL MEETING

- Student completes & brings **“Self-Assessment”** to review and discuss with committee (This document is emailed to students who seek reinstatement)
- Students may bring a family member (FERPA required. FERPA form available via DrexelOne)
- **Confidential Information**- students are not required to share confidential information with the committee (including but not limited to medical issues). Students may inform committee that “exigent circumstances” prevented academic success however, students must be prepared to present a plan to overcome obstacle

APPEALS PROCESS & POTENTIAL OUTCOMES

- Committee members include Westphal College faculty, staff and student’s academic advisor
- Committee wants to support students and do what they believe is in the best interest of the student and the college based on the circumstances presented
- Committee engages in dialogue with student to understand the issues that prevented academic success and the **new** plan to overcome obstacles
- Committee members excuse the student (family) from the room, deliberate, and bring the student back into the room to hear their decision on the appeal
- **Potential Outcomes of Appeal are:** reinstatement (immediately); reinstatement with requirements; uphold dismissal; deferment (if information relevant to the meeting is pending)