Student Dismissal Appeal Policy

WFSM Academic Appeals Committee

Any student dismissed from the PA Program may appeal the action to the WFSM Academic Appeals Committee**.** If no written appeal is filed with the PA Promotions Committee Chair within ten (10) working days of the delivery of the dismissal decision, the decision of the PA Program Director will be upheld. An appeal must be in writing and must contain an explanation of the basis for the appeal and a complete review of the circumstances.

A student recommended for dismissal who chooses to appeal the decision is suspended from activity in the curriculum during the appeals process. The student will retain his/her identification badge, laptop computer, and access to institutional e-mail account during the appeals process.

The PA Promotions Committee Chair will refer the appeal to the WFSM Academic Appeals Committee within ten (10) working days of the notice of appeal. If the WFSM Academic Appeals Committee determines that the appeal lacks sufficient merit to be heard, the appeal will be denied and the decision of the PA Program Director or designee will be supported. If the WFSM Academic Appeals Committee decides to hear the appeal, the PA Promotions Committee Chair or designee will explain the rationale for the recommendation.
The Chair of the WFSM Appeals Committee will notify the student in writing of the time and place of the WFSM Appeals Committee hearing, and that the hearing will not be open to the public. This written notice will be delivered in no fewer than ten (10) working days before the appeal is to be heard. With permission of the chair of the WFSM Appeals Committee, the student may present letters of support and address the committee. The WFSM Academic Appeals Committee Chair will then notify the student and the PA Promotions Committee Chair in writing of the decision within ten (10) working days of the hearing. With the exception of a decision to dismiss a student, the decision of the WFSM Academic Appeals Committee shall be final and binding without further appeal.

The Dean

With respect to a decision by the WFSM Academic Appeals Committee to uphold the dismissal of the student from the PA Program, the student will have ten (10) working days from the delivery of the written decision to file a written appeal with the Office of the Dean. The dean, or the dean's designee, will judge the appeal and notify the student of the decision in writing. The decision of the dean, or the dean's designee, will be final and binding upon the student. Within 48 hours of the final decision the student is required to complete a change of student status form in the Office of Student Services, relinquish his/her identification badge in the Office of Student Services, and have his/her laptop computer cleansed by Academic Computing, and will lose access to institutional e-mail accounts. The final step in this process is for the student to follow the Exit Interview Procedure.

At each appropriate level of appeal, as defined above, the previous decision may be upheld, rejected, or modified with remediation or special requirements prescribed. The chair of the PA Promotions Committee will be apprised of the final decision in each case.

Courts in the United States have a strong tradition of according substantial deference to an institution's professional academic judgment in the area of assessing academic performance. Consequently, legal counsel will not be present at any of the above committee meetings.

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