

## Academic Appeal Procedure

Students may appeal academic suspension by submitting a Letter of Appeal or written statement to:

Chair of Academic Appeals Committee  
c/o Transfer and Advisement Center  
Fayetteville State University  
Fayetteville, NC 28301-4298

Letters of appeal must be submitted by July 15 for the fall semester and November 1 for the spring semester, and must address each of the following:

1. The special or unusual circumstances, with documentation, that contributed to the student's academic suspension;
2. Actions the student has taken to change the circumstances so that they will not contribute again to poor academic performance;
3. Specific steps the students will take to improve his or her academic status in the upcoming semester;
4. An address and phone number at which the student may be notified of the committee's decision.

Appeals will be granted only under extraordinary circumstances that are appropriately documented. Student appeals submitted after the deadline will not be considered.

Students suspended more than two times will be permitted to re-enroll only under the provisions of the Academic Fresh Start Policy.