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*Document A*). The *Initial Faculty Decision* must include a statement advising the student that he or she has a right to appeal the decision and the *Appeals Procedures*

40 The BGE will hear the case presented by the student and others supporting the student's appeal and will  
also hear the presentation of the faculty member or other departmental representative. Then, the  
student and all other parties to the proceedings will be excused and the BGE and GSA representative will  
conduct a closed discussion. If the BGE finds that insufficient information has been presented, it may  
request a period of no longer than \_\_\_\_\_ to obtain the information, meet again, and reach a  
45 decision. The BGE will consider the merits of the student's appeal and the adequacy of procedures  
followed in the department. The BGE may support the decision being appealed, overturn it, or change  
the penalty imposed (the *BGE Decision Document D*). The CAS Associate Dean for Graduate Education  
will inform the student in writing (dated) of the BGE's decision and copy the faculty member, Program  
Director, and Department Chairperson.

50 Should the student wish to appeal the decision beyond the College, the student may request that the  
CAS Associate Dean for Graduate Education submit their appeal to the Associate Provost (AP) for  
Graduate Education (the *AP Appeal*). This must occur within \_\_\_\_\_ of the student's receipt of  
the *BGE Decision*. The appeal will be dismissed if the request is not made within the prescribed time  
limit. Written submissions to the AP will be composed of Documents A-D only. The AP will review the  
documents submitted to the BGE along with the *BGE Decision* and may request additional information  
55 to determine whether or not the process as outlined in this section was appropriately followed. The AP  
cannot overturn a decision but can remand the decision back to the BGE for further investigation if the  
procedure was not properly followed.

*BGE*

#### *Appeal*

- 60 *Document A* (the *Initial Faculty Decision*). Must include notification of the student's right to appeal.
- x *Document B* (the *Student Appeal to Department Chairperson (or Center Director)*). Limited to 5 pages of  
single-spaced, font-size 12 text. The appeal is dismissed if not submitted within the prescribed time limit.
  - x *Document C* (the *Department Chairperson (or Center Director) Response to Student*). The student may  
automatically submit *Document B* to the CAS Associate Dean for Graduate Education (and BGE) if
- 65 *Document C* is not provided within the prescribed time limit. *Document C* is not required for the *BGE  
Appeal* if it is not provided within the prescribed time limit.

*AP Appeal*

- x *Document D* (the *BGE Decision*).