

Westphal College Academic Dismissal

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
- See University Policy at http://www.drexel.edu/provost/policies/academic_standing.asp

RIGHT TO APPEAL

- A Student who feels that he/she has mitigating factors that led to the dismissal may request a meeting with the Academic Standing Committee
- A Student may appeal his/her dismissal a **maximum of two times** during their undergraduate studies

HOW TO SCHEDULE AN APPEAL MEETING

- The Academic Appeals Committee hears meets on the **first day of every term** (only)
- All appeals must be scheduled through the Westphal College Office of Student Services by calling 215-895-2396 (emails requests for meetings will not be accepted)
- If an administrator is not available to speak to you, leave your name, student id and phone number. You will be contacted with your meeting time

PREPARING FOR YOUR APPEAL MEETING

- Students complete and bring the document entitled “Assessment of Standing & Goals” to their appeal meeting for review and discussion with the committee members. This document is sent to dismissed students
- Students may bring a family member to their appeal meeting who has a completed FERPA (Family Educational Right to Privacy Act) document on file prior to the meeting. Students may complete the FERPA form via their DrexelOne account

THE APPEALS PROCESS & POTENTIAL OUTCOMES

- Committee members include Westphal College faculty, staff and the student’s academic advisor
- The Committee wants to support our students and do what we believe is in the best interest of the student and the college based on the circumstances presented
- The Committee will engage in dialogue with the student to understand the issues that prevented academic success and the plans put in place to overcome obstacles
- Committee members will 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)