

APPEAL PROCEDURES

Applicants who are denied admission to the undergraduate program and who feel there are highly extenuating circumstances that could justify a different decision may appeal for further consideration. The appeal procedure is as follows:

- Applicants should write to Undergraduate Admissions and request a reevaluation. They should submit all academic and personal records which would help the Admissions and Credits Committee make a fair and informed decision. All extenuating circumstances should be explained fully.
- Applicants may request an appointment to meet with members of the Committee to discuss their case. Applicants who are minors may be accompanied by parents or guardians. After discussion, the Committee will communicate its decision through Undergraduate Admissions. The Admissions and Credits Committee meets a minimum of two times per semester.