

ACADEMIC APPEAL PROCESS

Students who do not meet program requirements for progressing in the program of study in nursing (MSN/MSN NP/DNP) have the right to submit an appeal to the Student Development and Progression (SDP) Committee. The process is as follows:

1. Upon receipt of an email from the members of SDP, students should meet with their academic advisor(s) to discuss their academic circumstances.
2. Students must inform the faculty of their intent to appeal by the date identified in the email/letter from the SDP Committee.
3. Students are required to obtain a current unofficial transcript and write a letter (not to exceed 2 pages) explaining the basis for their appeal and plan of action for future success.
4. Students must submit the documents electronically to the SDP faculty members and their advisor(s) via email by the deadline specified in the letter from the SDP Committee.