

ADMISSION COMMITTEE APPEAL PROCEDURE

Admission Appeal Procedure

Applicants who have been dismissed from the last school of attendance shall have the right to appeal for admittance once they have satisfied the reinstatement stipulations of their last school. Such applicants may appeal for admittance in accordance with the following procedure:

1. The applicant shall submit a written appeal which outlines reasons for believing that their previous record will be improved if they are permitted to enroll. To access the Academic Appeals form go to: <https://www.daltonstate.edu/academics/current-student-forms.cms>
2. The Admission Appeal Committee shall review all facts and circumstances connected with the appeal. If required, schedule an interview with the Admission Appeal Committee.
3. The applicant shall be notified in writing within five days after the Admission Appeal Committee/Designated Enrollment Professional(s)' decision is made.

Applicants who admit to being convicted of a crime other than a minor traffic offense or if criminal charges are currently pending, such applicants shall have the right to appeal for admittance in accordance with the following procedure:

1. The applicant shall submit a background release authorization at <https://www.daltonstate.edu/academics/current-student-forms.cms> and appeal in writing and if required schedule and interview with the Admission Appeal Committee.
2. The Admission Appeal Committee shall review all facts and circumstances connected with the appeal and shall make the decision which shall be final so far as the institution is concerned (Section 302.0303, BOR Policy Manual).
3. The applicant shall be notified in writing within five days after the committee's decision is made.

To be considered for admission through the Admission Appeal Procedure, appeal files must be complete. The written appeal, transcripts from all schools, and all other supporting documents **must** be submitted by the respective deadline date.

FALL SEMESTER-JUNE 15

SPRING SEMESTER-SEPTEMBER 15

SUMMER SEMESTER-MARCH 15