

**SCHOLASTIC APPEALS PETITION
IDAHO STATE UNIVERSITY**

This petition is only to be used after a student has met with the instructor in an effort to resolve the issues in question, presented any unresolved issues to the Department Chairperson, and had a formal hearing before the Dean of the College involved.

A complete description of the Scholastic Appeals process can be found in the ISU Student Handbook (www.isu.edu/studenta/handbook.pdf).

Student Name _____

Student ID Number _____

Telephone Number(s) _____

E-mail _____

Name and Number of Course Being Appealed _____

Semester and Year Course was Taken _____

Instructor Name _____

Concise description of the complaint:

Student Signature _____ Date _____

1. Attach copies of all written charges, answers, and arguments and all tangible evidence presented at the Dean's formal hearing;
2. Obtain comments and signatures from the faculty member, department chairperson, and Dean of the College;
3. Return this form to the Office of the Vice President for Student Affairs

Faculty Member comments:

Faculty signature _____ Date _____

Department Chairperson comments:

Department Chairperson signature _____ Date _____

Dean of the College comments:

Dean of the College signature _____ Date _____

CONSIDERATION OF APPEAL BY SCHOLASTIC APPEALS BOARD

The Scholastic Appeals Board reviewed this petition on (date) _____
and voted to:

- Grant a formal hearing.**
The date for the formal hearing will be at least two weeks from official notice given to the involved persons.

OR

- Denied a formal hearing.**
If this occurs, the student's petition is denied. There is no further appeal.

Date set for final hearing, if any _____

Date by which official notice must be given to involved parties _____

FINAL HEARING OF SCHOLASTIC APPEALS BOARD

Date of final hearing _____

Final decision of Scholastic Appeals Board:

Signature of Scholastic Appeals Board Chairperson _____

Please attach signed statements of confidentiality by all members of the Scholastic Appeals Board, and forward this petition to the Office of the Vice President for Student Affairs.