Appeal Process

A student who wishes to appeal a sanction(s) taken by an instructor for instances of academic dishonesty may appeal to the Academic Integrity Committee. If an appeal is made to this last level, the student may choose to be assigned a faculty member to act as mentor/advisor in preparing for this process. That assignment will be made by the appropriate dean. Students wishing to pursue this appeal process must, within three business days of the delivery of the sanction(s), submit a letter of intent to appeal to the Provost. In that letter, the student must provide background of the alleged instance of academic dishonesty, explain the nature of the sanction, and formally request a meeting with the committee. Upon receipt of this letter, and within ten (10) business days of its delivery, the Dean of Students and Provost will convene with the committee to hear the student’s appeal. The student may not bring outside witness or counsel to these academic meetings. The student may remain in the course in question until the appeals process is exhausted. The student will be notified of the committee’s decision within 48 hours. If the occurrence of academic dishonesty is within a short course (i.e., during the summer), the timetable in this section is expedited, with five business days equalling one week.