

ACADEMIC SUSPENSION/DISMISSAL APPEAL FORM

To appeal your academic suspension or dismissal from Northern Michigan University, please complete and mail or fax this form, and any necessary attachments, to the Academic & Career Advisement Center (ACAC). **This form may be submitted at any time, but the form, and any necessary attachments, must be received in the ACAC at least five (5) working days prior to the first day of classes of the semester in which you would like to return.** Appeals will be heard by the Admissions and Academic Policies Committee (AAPC) of the Academic Senate. **PLEASE READ ALL DIRECTIONS CAREFULLY. PRINT OR TYPE. If you need assistance, contact the ACAC at 906.227.2971.**

Name NMU IN
Last First MI

Telephone Number (**where you may be reached during working hours**) ()
You will be contacted with appeal results through this number. must have

E-Mail Address (all future correspondence from ACAC will be through electronic means – if you do not have a working or reliable address, please make other arrangements with the ACAC staff)

Semester in which you would like to return (select one and include year)

Fall of 20 _____
 Winter of 20 _____
 Summer of 20 _____

Intended academic program upon return to NMU

Major:
Minor (if applicable):

Step One. Please describe the circumstances (illness, accident, family situation, legal problem, etc.) that contributed to, or caused, your academic difficulties. Attach additional pages, if necessary.

Step Two. Please describe *what has been done to eliminate or alleviate* the circumstances presented in Step One. Attach additional pages, if necessary.

Step Three. Please attach appropriate documentation from persons *that can verify* the circumstances listed in Step One (e.g., documentation from a medical doctor citing a medical illness and prognosis). **PLEASE NOTE: The absence of appropriate documentation will void your appeal and the academic suspension will be upheld. After appeal is heard, documentation you provide will be shredded unless otherwise requested.**

Step Four. If he/she so chooses, please have your academic adviser provide a letter of support for your appeal (e-mail to acac@nmu.edu is acceptable and preferred).

Step Five. Other letters of support from NMU faculty or staff, employer(s), etc., are also welcome (again, e-mail to acac@nmu.edu is acceptable and preferred).

Step Six. Mail or fax this completed form, *and any necessary attachments*, to the **Academic & Career Advisement Center, 1401 Presque Isle Avenue, Marquette MI 49855-5301; telephone: 906.227.2971; fax: 906.227.1751; e-mail: acac@nmu.edu.**

INCOMPLETE APPEALS, OR THOSE NOT SUBMITTED BY THE DEADLINE STATED ON THE FIRST PAGE, WILL NOT BE CONSIDERED

Please Do Not Write Below – ACAC Office Use Only – Please Do Not Write Below

Date Form Received Date Appeal Heard

Semester of Suspension/Dismissal

Appeal Denied Appeal Granted Appeal Granted with the following conditions:

Date of Telephone Contact ACAC Staff Member Initials
Update to Banner Date of meeting with ACAC staff