

Motion on Admissions Appeals

Motion: The Undergraduate and Graduate Catalogs are modified as indicated below.
This motion does not repeal or modify the Special Talents policy.

Additions / Deletions

1. Section IV.B. of the Student Policy Procedures For Student Complaints, Petitions For Policy Waivers And Variances, And Appeals is modified as follows:

~~IV. Student Petitions for Academic Policy Waiver or Variance~~

~~B. University Level Policy Waiver or Variance Petitions~~

- ~~4. Admissions Appeals (Appeals of Rules Currently in Section 1100 of the Catalog)~~
 - ~~a. Appeals of denial of admission and for waivers of the admissions rules will be made in the first instance by the Director of Admissions.~~
 - ~~b. If the petition is denied, the student may appeal to the Admissions Appeals Committee, a subcommittee of the Senate Committee on Admissions and Standards. The student must appeal in writing and within 10 business days of being notified of the decision of the Director of Admissions.~~
 - ~~c. The Director of Admissions will copy the Chair of the Admissions Appeals Committee on all letters to students notifying them of results of their petitions. Every semester, the Director of Admissions will distribute to the Senate Committee on Admissions and Standards a report that indicates (at a minimum) the number of petitions filed, the number granted, and the number denied. This report will cover all admissions petitions, including those considered by the Special Talents Committee. Any member of Admissions and Standards may review the documents of any petition when there is a legitimate educational interest.~~
 - ~~d. This policy does not change the Special Talents policy or the policy on admissions discipline review~~

2. Undergraduate Catalog Chapter 1100 is modified as follows:

§ 1185 Undergraduate Admissions Appeals

The Director of Undergraduate Admissions and the Associate Provost for Academic Programs are the President's designees for purposes of hearing Undergraduate Admissions Appeals.

Applicants for undergraduate admission who are denied due to academic ineligibility may appeal the denial to the Director of Undergraduate Admissions within twenty (20) calendar days of the date of the denial letter. The decision of the Director of Undergraduate Admissions is final.

Applicants for undergraduate admission who are denied for reasons related to disciplinary/criminal history or falsification of application may appeal the denial to the

Associate Provost for Academic Programs within twenty (20) calendar days of the date of the denial letter. The decision of the Associate Provost for Academic Programs is final.

[The following paragraph need not appear in the Catalog but is University policy.]

Every year, the Director of Admissions will distribute to the Senate Committee on Admissions and Standards a report that indicates (at a minimum) the number of admissions appeals filed, the number granted, and the number denied in the previous year. This report will cover all admissions petitions, including those considered by the Associate Provost for Academic Programs and those considered by the Special Talents Committee. The Director of Admissions will also provide a report on the admissions applications reviewed by the Special Admissions Review Committee due to concerns about disciplinary/criminal history or falsification of application. Members of Admissions and Standards may review the documents of any application for admission when there is a legitimate educational interest to do so.

3. Graduate Catalog is modified as follows:

§ 1100 Graduate ~~Reentry~~ Admissions

First-time, prospective students ~~who that~~ want to apply for admission to a college at the graduate level must refer to the college sections in this catalog for admission requirements of the particular graduate programs.

§ 1115 Graduate Admissions Appeals

The Chair of the academic department of the graduate program and the Associate Provost for Academic Programs are the President's designees for purposes of hearing Graduate Admissions Appeals.

Applicants for graduate program admissions who are denied admission due to academic ineligibility may appeal the denial to the department chair within twenty (20) calendar days of the date of the denial letter. The decision of the department chair is final.

Applicants for graduate admission who are denied for reasons related to disciplinary/criminal history or falsification of application may appeal the denial to the Associate Provost for Academic Programs within twenty (20) calendar days of the date of the denial letter. The decision of the Associate Provost for Academic Programs is final.

Summary of Changes:

- Insert admissions appeals policy into admissions sections of both undergraduate and graduate catalogs. Remove admissions appeals language from Student Policy Procedures for Student Complaints, Petitions for Policy Waivers and Variances, and Appeals.
- Revise admission appeals process to provide one level of appeal for applicants at both the undergraduate and graduate levels applicants with process that is consistent for entire institution.
- Identify President's Designees for reviewing admissions appeals to make admissions appeals interface correctly with BOR Policy Manual language.
- Correct reference to BOR policy about appeals that appears in undergrad/grad catalogs and on SACS page

Rationale:

- Improved ease of use. Admissions appeals process should be included with admissions information in student catalogs to make it easier to locate and apply. The admissions appeals process removed from current location in the Georgia State University Student Policy Procedures for Student Complaints, Petitions for Policy Waivers and Variances, and Appeals because that is a policy for students whose due process rights are significantly different than those of applicants.
- Increased administrative efficiency. Applicants do not have the same due process rights as students. The revised policy will provide applicants with due process while not requiring the multiple layers of appeal provided to admitted students.
- Increased consistency across the University.
 - Provides a consistent University process for hearing academic admissions appeals while allowing individual colleges to continue applying their own respective admissions standards regarding academic qualifications.
 - Having a University officer with significant enrollment and academic familiarity review all appeals involving disciplinary and/or criminal history will facilitate consistent application of institutional special admissions standards.
- Corrects current inaccurate references to applicants as students (i.e. new policies will refer to applicants as “applicants” throughout).
- Corrects unclear references to BOR policy in current policy and admissions information.
- Designates persons to hear the two categories of admission appeals (1. academic denials and 2. conduct/good standing denials) at both undergrad and grad levels which will correct interaction between BOR and GSU policies regarding appeals so that appellants will not be able to claim a right to have their admissions appeals heard by the institution president.