

Please return completed form and attachments to the Office of the Registrar.



UNIVERSITY OF SOUTH CAROLINA

BEAUFORT

ACADEMIC APPEAL FORM

Academic appeals may be made regarding withdrawals due to extenuating circumstances and academic suspension. The Academic Appeals Committee will consider your case and you will be notified via USCB email of the decision. By submitting and signing this document, the student understands that *the Committee's decision is final* & you may not file another appeal on the same issue. This Form may be faxed to **843-208-8282** or emailed to **registrar@uscb.edu**.

INSTRUCTIONS:

Complete the items below and attach a detailed explanation of your appeal. Be sure to also attach relevant documentation supporting your case. Please note the following deadlines:

- Withdrawal for extenuating circumstances: no later than 14 days after the last day of classes for the given semester.
- Academic suspension: no later than 30 calendar days after the date on the suspension notification letter.

Student Name: _____

Student ID: _____

USCB Email: _____

Phone Number: _____

My appeal is regarding the following term: _____

Student **Written** Signature: _____

Today's Date: _____

Office Use Only

Approved

Denied

Faculty signature: _____

Approved

Denied

Provost signature: _____

Approved

Denied

Registrar signature: _____

Appeal Decision:
