

The Student Dismissal Appeal: Information and Procedures document is to be used to appeal a dismissal from the University of Texas at Austin while enrolled in a Jackson School of Geosciences degree program.

General Guidelines

- Complete appeals must be submitted by 5:00pm CST Wednesday, January 3rd, 2024. Appeals received after that time may not be considered.
- A complete appeal will include a typed, one-page document which addresses the following as well as any supporting documentation relevant to the request:
 - *What, if any, extenuating circumstance contributed to your academic performance? If non-academic, please reference the non-academic extenuating circumstance guidelines.*
 - *How did these circumstances impact your academic performance?*
 - *Have these circumstances been resolved?*
 - *If your appeal is granted, what steps or action will be taken to improve your academic performance in the next semester?*
- To submit an appeal:
 - Email your complete appeal to the Director of Student Affairs, Tim Weiss (tim.weiss@jsg.utexas.edu).
 - Appeal decisions will be communicated via a secure academic note (SAN) by January 9th, 2024.

Non-Academic Extenuating Circumstance Guidelines

Common non-academic circumstances are outlined below. This list is not comprehensive and other documented circumstances may be considered. Documentation should directly support the nature of your appeal.

- A severe illness or other debilitating condition that affects a student's ability to satisfactorily complete coursework.
- The student's responsibility for the care of a sick, injured, or needy person if the provision of that care affects the student's ability to satisfactorily complete coursework.
- The death of a person who is considered to be a member of the student's family or who is otherwise considered to have a sufficiently close relationship to the student that the person's death is considered to be a showing of good cause.
- The active-duty service as a member of the Texas National Guard or the armed forces of the United States of America, either the student or a person who is considered to be a member of the student's family or who is otherwise considered to have a sufficiently close relationship to the student that the person's active military service is considered to be a showing of good cause.
- A change of the student's work schedule that is beyond the control of the student and that affects the student's ability to complete the course.

Appeal Outcomes

- Denied – student must fulfill the length of scholastic dismissal as outlined in the UT Undergraduate Catalog.
- Approved – student may continue enrolling at the University.

UT Undergraduate General Catalog Information

Academic Policy Regarding Scholastic Dismissal:

10. Exceptions permitting continuance in the University. Normally, a student subject to dismissal will be dismissed; however, each college and school within the University has an appeals procedure administered by the Office of the Dean. A student who wishes to appeal should contact the office of his or her academic dean for procedures and deadlines. In unusual circumstances, a student may be allowed to continue subject to conditions prescribed by the dean. Approval to continue will not be given, regardless of the circumstances, unless the dean believes that the student has a reasonable chance of attaining a degree.

<http://catalog.utexas.edu/general-information/academic-policies-and-procedures/scholastic-probation-and-dismissal/>