



### ***Addendum to Appeal***

MA, MS, EdS, EdD

Abraham S. Fischler School of Education

Based on the nature of your appeal, please respond to the following supplementary questions below (choose from either category A or B):

- A. If you are appealing a dismissal due to the expiration of your time limit for program/degree completion, and seeking reinstatement and additional time to complete your degree, please address the following:
1. How much time are you requesting?
  2. What are the reasons why you were unable to complete your degree within the allotted time?
  3. What has changed so that you will now be able to successfully complete your degree?
  4. If reinstated and given additional time, what is your plan of action for successfully completing your degree?
- B. If you are appealing a dismissal for academic reasons and seeking reinstatement, please address the following:
1. What are the reasons why you think you were unsuccessful in the courses for which you received a failing grade?
  2. Have you spoken with any of your professors from whom you received a failing grade, and if so, what was the outcome of that discussion?
  3. Did you receive any guidance from an advisor(s)?
  4. If reinstated, what is your plan of action for maintaining satisfactory academic status?
  5. Please explain why you did not withdraw from the course(s) for which you received a failing grade (Note: Students may not withdraw from a course one week before the end of the term/semester).

Your appeal, inclusive of your response to the above questions, will initially undergo an informal review in the Office of Academic Affairs. Thus, your response to these questions is needed by the Office of Academic Affairs for its informal review of your appeal. Upon the conclusion of this review, you will be notified of the outcome.

Please note that failure to respond to all questions in the appropriate category could delay the informal review of your appeal, or result in denial. Should you have any questions or need assistance, please contact the appeals coordinator in the Office of Student Judicial Affairs (OSJA) at 954-262-8383 (toll free at 1-800-986-3223, ext. 28383), or via e-mail at [osja@nova.edu](mailto:osja@nova.edu).