

## ***Addendum to Appeal***

MS, EdS, EdD, PhD

Abraham S. Fischler College of Education and School of Criminal Justice

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

A. If you are appealing a dismissal due to the expiration of your time frame 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 time allotted?
3. What has changed so that you will now successfully be able to complete your degree within the time allotted?
4. If reinstated with additional time, what is your strategy for successfully completing your degree?

B. If you are appealing a dismissal due to 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?
4. If reinstated, what is your strategy / what will you do differently to maintain satisfactory academic progress?
5. Please explain why you did not withdraw from the course(s) in which you encountered difficulty.

Please be sure to respond thoroughly and concisely to each of the above questions in the appropriate category as failure to do so could adversely affect the outcome of your appeal. Submit the completed Addendum to Appeal together with the Student Appeal Form and any relevant supporting documentation to the Office of Student Judicial Affairs (OSJA) within the fifteen (15) day timeframe for submission. Should you have any questions or need assistance with the completion and/or submission of your appeal, please contact 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).