UNIVERSITY OF WEST GEORGIA COLLEGE OF EDUCATION B.S. IN SPORT MANAGEMENT OPTION SPORT MANAGEMENT APPEALS

Sport Management requirements for admission, retention, and internship are considered to be minimal. If the candidate does not meet all of the minimal requirements but wishes to appeal a decision on the basis of additional, substantial information, the following procedures must be followed.

Candidates who wish to appeal admissions, retention, or internship decisions must file their appeal (including application and supporting documents) by the deadline listed on the Application for Appeal. Appeals that are received by the deadline will be reviewed by the Department of Leadership and Applied Instruction Appeals Committee.

The appeal process is initiated by the candidate. Candidates who are considering an appeal are advised to start the process well in advance of the deadline in order to assemble the appropriate documentation (see below). Submit all materials to the Chair of the Department of Leadership and Applied Instruction, to include all items listed below.

Relevant Appeals Application Documents

_____ A. A letter of appeal to the Appeals Committee explaining the reason(s) for the appeal.

_____ B. Application for Appeal form which includes signature of the Academic Advisor and Department Chair (or designee).

_____ C. Unofficial copies of all transcripts with grades of all courses attempted and completed. Submit a copy of grade recalculation printout, if appropriate.

_____ D. Any other documents that the candidate believes would support the appeal.

Appeals Deadline for Spring: First Monday in November
Appeals Deadline for Summer: First Monday in April
Appeals Deadline for Fall: First Monday in August

APPLICATION FOR APPEAL

For Office Use

Date Received:_____
Appeal Letter:_____
Support Letters:_____
Transcripts: _____
GPA:_____

SECTION I: TO BE COMPLETED BY STUDENT

Student Name _____

Student ID# _____

University/Present Address_____
_____

Permanent Address_____
_____

Phone Number _____ Email (my.westga.edu)_____

Classification (check one) _____ Sophomore _____ Junior _____ Senior

Appeal Type (check one) _____ Admission _____ Retention _____ Internship

---

SECTION II: TO BE COMPLETED BY ADVISOR (PLEASE INITIAL AFTER EACH ENTRY.)

Current Cumulative Grade Point Average (not recalculated) _____
Number of Core Courses not Completed _____
Number of Area F Courses not Completed _____

SECTION III: SIGNATURES

Student Signature _____ Date_____
(Student acknowledges review of SPMG admission, retention, and graduation requirements with Advisor)

Advisor Signature _____ Date_____
(Advisor acknowledges review of SPMG admission, retention, and graduation requirements with student)

Departmental Representative _____ Date_____
(Signature of Department Chair or Representative)

Additional Advisor/Departmental justification should be provided in this space (as needed):