



# Undergraduate Admissions Appeal Form

The undergraduate admissions appeal policy of the University of West Georgia is designed to admit students who have a reasonable chance of success and who may profit from the educational program of the university. A student is considered for admission without regard to race, creed, gender, sexual orientation, or national origin.

An Appeals Committee consisting of seven faculty members and four university officials will review your appeal. Following the decision of the Appeals Committee, the chairperson will convey the committee's recommendation in writing to the Director of Undergraduate Admissions. You will then be contacted with the outcome of your appeal.

**You are required to submit your appeal and supporting documents (outlined below) to the Office of Undergraduate Admissions:**

- **Undergraduate Admissions Appeal Form**
- **Student Support Essay** (Your intention to appeal an admissions decision should be stated in the Student Support Essay, written by the applicant, explaining the reasons for his/her appeal and including all factors, both personal and academic. The essay should include information explaining why you should be considered for admission and any supplements that support your request.)
- **Letters of Support** (You must submit at least two letters of support from school counselors, teachers, and/or personal references who can confirm that there is reasonable evidence that you can succeed at the University of West Georgia. Please do not include letters from immediate family members.)

**You may also provide any additional documents that you feel will help support your appeal.** If you fail to include any of the required materials above, you will be contacted and required to complete your appeal packet in order to receive a decision from the Appeals Committee.

Please fax, email, or mail the **Undergraduate Admissions Appeal Form, Student Support Essay, and Letters of Support** to The Office of Undergraduate Admissions.

**Mailing:**

1601 Maple Street  
Murphy Building  
Carrollton, GA 30118  
Attention: Anthony Powers

**Faxing:**

678-839-4747  
Attention: Anthony Powers

**Emailing:**

apowers@westga.edu

**Please fill out the following information:**

**Student Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**High School Graduation Year:** \_\_\_\_\_

**Date of Birth:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

**Student Email Address:** \_\_\_\_\_

**High School Attended:** \_\_\_\_\_