

Appeal for Permission to Continue For Students Required to Withdraw/Discontinue Studies from the Bachelor of Commerce program

Student Information

Last Name:

Given Name(s):

Preferred Name (if any):

UBC Student Number:

Current UBC Year Level:

Email:

Appeal Information: Please provide information on your most recent winter session.

What was your average for the winter session? (e.g., 50%)

How many credits did you attempt in the winter session? How many credits did you pass with a final grade of at least 50%? (e.g., 18 credits attempted, 12 credits passed)

Please summarize the circumstances which you believe impacted your academic success this year on the next page. Include supporting documentation as necessary (e.g., if your extenuating circumstances were medical, include doctors' notes or other official medical documentation). The level of detail that you provide regarding any medical or other personal circumstances is up to you. Be sure that you are comfortable with the amount of detail that you are providing.

It is important to note that you must submit your complete appeal in one submission; that is, all of the circumstances that you would like to be considered with all supporting documentation. Once a decision has been made on your appeal, you will not be able to submit additional information or documentation unless it refers to a situation or condition that was unknown to you at the time of your original appeal (e.g., a new medical diagnosis).

Please limit your summary to 300 words.

Please reference which campus services you accessed during the year. May include, but not limited to: Centre for Accessibility, Counselling Services, Student Health Service, Peer Wellness Centre, AMS Tutoring, CLC Peer Assisted Study Sessions (PASS), Math Learning Centre, UGO Academic Advising.

If you have never accessed supports, briefly explain why not.

Are you submitting supporting documentation?

Yes, I am submitting supporting documentation

No, I am not submitting supporting documentation

If you are submitting documentation, please list the documents that you are submitting with this form:

A key component to your appeal is a plan outlining the steps that you will take in future to ensure your personal wellbeing and academic success. Rather than focus exclusively on what impacted you during this past year, it is important that you discuss your thoughts on how you intend to do well moving forward. What resources and services will you use? What actions will you take? You may want to list the courses you plan to take in the next winter session if your appeal is approved. Include the credit value for each course and the term in which you intend to take it (e.g., COMM 190, 3 credits, Term 1).

If you have been working with an Academic Advisor in the Undergraduate Office, send your completed appeal form and supporting documentation to them. Select an Academic Advisor from the drop down menu. NOTE THAT SELECTING AN ADVISOR WILL NOT AUTOMATICALLY GENERATE AN EMAIL.

For Bachelor of Commerce Academic Review Committee Use Only:

Comments:

Decision

Restrictions, if any

Appeal accepted

Appeal denied; Required to discontinue/withdraw

Additional Notes

Names of all reviewers

Date decision sent to student via SISC