



Dismissal

Appeal Procedure

If a student decides to exercise his or her right to appeal a Study Center dismissal decision, he or she must do so in writing. The appeal must be initiated within 72 hours (in real local time) from the time the student was informed in writing of the action to be taken or his/her right to do so is waived. An appeal must be in the form of a letter to the EAP Universitywide Director, Professor [Michael Cowan](#). This letter may include any relevant documents and testimonials that the student wishes to enter into the record.

The EAP Universitywide Director shall either concur with or overturn the decision of the SC Director, ordinarily, within a period of 48 hours after the EAP Universitywide Director receives the appeal. He will inform the student in writing of the decision. This decision will also be communicated to the SC Director, host university, home Campus EAP Office, and home campus student conduct officer. The Campus EAP Office will be responsible to inform any other appropriate campus offices or officials.