

**Southeastern Oklahoma State University
APPLICATION FOR GRADUATE LEVEL APPEAL**

Instructions: Complete the student information section of this form. **Once the chain of command has been followed**, write a letter addressed to the Graduate Council stating your appeal, what you are seeking to change, your justification for the change, and the grade you expect or desire (if applicable). Attach the letter to this form along with an **unofficial copy of your transcript**, and mail or return to the **Office for Academic Affairs, Southeastern Oklahoma State University, 1405 North 4th, PMB 4137, Durant, OK 74701-0609**. In addition to supplying the above information, you may appeal before the Graduate Council to personally state your case. You will have a maximum of 15 minutes to address the Graduate Council. You will be notified by letter when a meeting has been scheduled.

STUDENT NAME: _____ STUDENT ID: _____
 ADDRESS: _____ TELEPHONE: _____
 EMAIL ADDRESS: _____
 ADVISOR: _____ SEMESTER LAST ENROLLED AT SE: _____

TYPE OF APPEAL: (Check One)

- _____ Request for Immediate Reinstatement to Southeastern
 _____ Request for Admission to a Master's Degree Program at Southeastern
 _____ Request for Acceptance of Graduate Credit(s) earned prior to admission to a Master's Degree
(Letters of support from student's Graduate Advisor and Department Chair should accompany the appeal.)
 _____ Other: Specify: _____

Student's Signature	Date
(Chain of Command)	
Instructor's Signature	Date
Department Chair Signature	Date
Dean of School	Date
Dean of Graduate & University Studies	Date

COMMITTEE USE ONLY:

Reinstatement:	_____ Approved	_____ Not Approved	
Admission to Master's Degree:	_____ Approved	_____ Not Approved	
Other: _____	_____ Approved	_____ Not Approved	

Comments: _____

Administrative Liaison	Date
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Please note that if an Application for Graduate Level Appeal contains elements that allege discrimination, retaliation, or harassment, the academic appeal will be stayed and the information contained within the appeal will be promptly routed to the appropriate campus entity for evaluation and investigation. The student will be notified that the final disposition of the Graduate Level Appeal will be delayed until the Graduate Council receives and considers the findings of the investigating entity. Such alleged violations may pertain to, but are not limited to, discrimination on the basis of race, color, national origin, sex, religion, disability, age or retaliation, and may import laws such as Title IX of the Education Amendments of 1972, Title VI of the Civil Rights Act of 1964, the Age Discrimination Act of 1975, Title II of the Americans With Disabilities Act, or Section 504 of the Rehabilitation Act of 1973. Appeals that contain alleged violations of disability related laws and regulations will be routed to the Office of Disability Services (SU328), and all other allegations will be routed to the Office of Equity, Diversity, and Compliance (A311). This revision was in response to an OCR finding dated April 3, 2013. This statement was reviewed and approved by the General Counsel for the Regional University System of Oklahoma on April 2, 2014.

Title IX of the Education Amendments of 1972 (20 U.S.C. § 1681) states:

No person in the United States, shall, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any education program or activity receiving federal financial assistance...”

Southeastern Oklahoma State University does not discriminate on the basis of sex in its education programs or activities, in compliance with Title IX and the U.S. Department of Education’s regulations at 34 C.F.R. §§ 86.1 *et seq.*

Individuals who believe they have been discriminated against on the basis of sex may contact Claire Stubblefield at 580-745-3090, titleix@se.edu, or PMB 2750.