



SOUTHERN UTAH UNIVERSITY
Policies and Procedures

Policy # 13.1
Date Approved: 02/28/91
Date Amended: 11/17/92
Reviewed w/no Changes:
Office of Responsibility: Prov
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SUBJECT: ACADEMIC STANDARDS AND ADMISSIONS COMMITTEE

- I. **PURPOSE:** The Academic Standards and Admissions Committee of Southern Utah University is established for the following purposes:
 - A. To administer the policies of Southern Utah University under the direction of the President of the University as pertain to:
 1. Admission of all new students, both entering freshmen and transfer students.
 2. Re-admission of former students.
 3. Retention of students with academic problems (probation and suspension cases).
 - B. To serve as an appeals committee for students who desire a review of their case as pertains to academic suspension, dismissal or probation.
 - C. To consider and recommend admission or rejection of students whose admissibility is not specifically covered in the standard admission regulations of the institution.
 - D. To recommend changes in admission and academic standards regulations of the University as they are deemed necessary.
- II. **POLICY:**
 - A. **MEMBERSHIP**
 1. The committee shall consist of the following members:
 - a. Vice President for Student Services, who shall be the committee's chair.
 - b. The Assistant Vice President for Student Services over Enrollment Management who shall serve as Vice Chair of the committee.
 - c. Faculty Members - Two. (Two faculty members appointed by the Faculty Senate for a term of two years - with appointment



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of a member on alternate years. The first term of one member to run one year only.)

- d. Student representatives - Two. (Two student members appointed by the Student Body President for a term of two years – with appointment of a member on alternate years. The first term of one member to run one year only.)
- e. Director of Admissions.
- f. Director of Student Development Center (or other member of the Student Development Center in the Director's absence.)
- g. Director of Vocational Programs.

B. PROCEDURES FOR APPEALS

Students who desire to appeal a decision of the Academic Standards and Admissions Committee as it affects their admission or retention in the institution, may do so by following the procedures outlined as follows:

1. Write a letter to the Chair of the Academic Standards and Admissions Committee setting forth in detail the reasons for the appeal together with specific information on any extenuating circumstances which may have bearing on the student's academic status.
2. Deliver the letter to the Vice President for Student Services.
3. The Chair will then call a special meeting of the Committee, and, if feasible, invite the student to be present when his/her appeal is considered.
4. Upon reaching a final decision on the appeal, the committee shall inform the student either in person, or, if the student is not available, by the most expeditious means, as to the results of the committee's decision. Such notification will also be made by written correspondence.