

## Appeal Documentation Chart - What Needs to be Included with my Appeal?

Appeal Type	Letter from Professional	Instructor Support	Undergraduate Chair Support	Academic Plan	Other*
Late Course Add	yes, in many cases	yes	yes	yes	optional
Late Course Drop	yes	no	no	no	optional
AG Request	yes	Yes – the Faculty Office will request this on your behalf	no	no	optional
CR Request	yes	Yes – the Faculty Office will request this on your behalf	no	no	optional
IN Extension Request	yes	Yes – the Faculty Office will request this on your behalf	no	no	optional
Review of instructor's decision on grade in exam/term work	no	no	no	no	optional
Request for LOP in 3rd or 4th Year	yes	no	yes	yes	optional
Waive RTW1	yes	no	no	yes	optional
Waive RTW3	yes	no	no	yes	optional
Return after RTW3 Lapsed	optional	no	no**	yes	optional
Waive 21-Day Appeal Deadline	yes	no	no	no	optional

\*Other documentation may be in the form of email correspondence, computer documents, SOLUS activity reports, travel tickets, or anything to confirm facts and timelines presented in the appeal letter.

\*\*If you are returning to studies after a Requirement to Withdraw for 3 years and wish to resume the academic Plan you were previously registered in, the Faculty Office will seek approval from the Undergraduate Chair for entrance back into that Plan upon receiving your Return to Studies Form.

