



Residence Hall Appeal Form

APPEAL PROCESS:

1. Deliver the completed residence hall appeal form **IN WRITING** to the office of the Vice-President for Student Affairs, Dr. Bill Ashley.

The appeal should include the following:

- Student's name and address & school email address
- Student's phone number
- Student ID#
- Copy of transcript with cumulative and semester GPA
- Reason for wanting to stay in the dorm and supporting documentation

Dr. Ashley will inform the student via their SMCC email account if they are eligible to return to the residence hall. If the student wants to appeal Dr. Ashley's decision, the student must notify Dr. Ashley in writing of their intentions to do so.

2. Dr. Ashley will inform the student of the time and place to appear before the Appeals Committee. The Appeals Committee will hear the appeal and either uphold the action of the Vice-President for Student Affairs or readmit the student to the residence hall. The decision of the Appeals Committee is final.

Student Name _____
Last First

Address _____
Street/Road City MS Zip

Student ID# _____ SMCC Email _____

Phone# _____ Year Classification _____

Supporting documentation must be attached to this form and submitted together at the same time. Missing documentation and an incomplete and/ or late residence hall appeal form will constitute an incomplete appeal and the appeal will be denied. Please briefly list the reasons for appeal due to low GPA or below 12 on campus hours.

Printed Name

Signature

Date