



### Graduate School Admissions Appeals Policy

Responsible Official: Provost

Responsible Office: Graduate School, College of  
Graduate and Continuing Studies

#### Policy Purpose

This policy specifies the appeals process if a prospective student is denied graduate admission to East Tennessee State University.

#### Policy Statement

If a prospective student is denied admission to ETSU and one of the following is true:

- A. The prospective student is an International Applicant who has a GPA of 2.9 or higher;
- B. the prospective student is a domestic student who graduated at least five years ago and has an undergraduate GPA of 2.3 or higher and has been employed continuously for the last five years; or
- C. the prospective student is a domestic student who graduated less than five years ago and has an undergraduate GPA of 2.4 or higher and has been employed continuously since graduation

the individual may file one (1) appeal per application.

#### I. Requirements for Appeal.

A prospective student's written appeal must meet the requirements outlined in the Notice of Decision and must be submitted in writing seven (7) or more business days before the start of the semester to which the individual is applying for admission.

#### II. Consideration of Appeal.

The Dean of the Graduate School will consider an appeal that meets all the requirements of this policy. The Dean or the designee will make the final decision to approve or deny an appeal and will notify the prospective student in writing of the decision. The decision of the Dean is final.

Authority:

Tennessee Code Annotated, Section 49-6-1009, amended 2019.

### Defined Terms

Notice of Decision    A written communication from the Dean of the Graduate school to a prospective student notifying of admission or denial to ETSU.

### Policy History

Effective Date: 06/30/2021

Revised Date:

### Procedures

The procedures for the appeal process are as follows:

I.     Procedure for Filing an Appeal.

To be considered for an appeal, the applicant must: (1) meet all requirements of this policy; (2) complete the Graduate Admission Decision Appeal form; and (3) meet all deadlines outlined in this policy and the Notification of Decision.

II.    Procedure for Review of an Appeal.

The Dean of the Graduate School reviews any appeal that meets the requirements in Section I of this procedure and consults with the program coordinator of the graduate program to which the prospective student applied. The Dean of the Graduate School notifies the prospective student of the decision within five (5) business days of receipt of the appeal.

### Procedure History

Effective Date: 06/30/2021

Revised Date:

## Related Form(s)

N/A

## Scope and Applicability

Primary: Academics

Secondary: Students