



Appeal Process
for
Interdisciplinary Studies Admissions Procedure to the Tarleton Teacher Education Program

The appeal process as set forth in this statement embodies a course of professional proceedings in line with the rules and principles recognized by Tarleton State University. The student shall be afforded a conference with a faculty member and, if necessary, a meeting with the Interdisciplinary Studies Admissions Committee.

Summative Conference

Within ten (10) days of the time that the student knew or should have known of his/her non recommendation for admission to the Tarleton Teacher Education Program, he/she shall be afforded the opportunity to have a conference concerning this matter with the Head of the Department of Curriculum & Instruction. The student shall initiate this conference by presenting a request in writing to the Head of the Department of Curriculum & Instruction. The Head of the Department of Curriculum & Instruction shall communicate with the student setting a time and place for the conference. The matter may be terminated by mutual consent at this point, or the matter may be taken up by an Interdisciplinary Studies Admissions Appeal Committee at the request of the student.

Interdisciplinary Studies Admissions Appeal Committee

The Interdisciplinary Studies Admissions Appeal Committee shall be comprised of those faculty members as appointed by the Head of the Department of Curriculum & Instruction. The student shall initiate a meeting with this committee by presenting a request in writing to the Head of the Department of Curriculum & Instruction within ten days of his/her summative conference. The matter may be terminated at this time by mutual consent. The student's next line of appeal is the Dean of the College of Education & Fine Arts.

Both the student and the institution have the right to be represented by an advisor, to call witnesses, to question witnesses, and to be provided access to the record of any proceedings with the right to copy such record. All meetings and conferences shall be closed to the public unless the student requests they remain open.