



COPHS Academic Appeal Process

This appeal is solely for students intending to return as a COPHS major for the coming term. If a student is intending to change their major out of COPHS, then they must meet with an advisor of the new department to receive their approval and complete any appeal process they may have. (Change of major forms are available in the Registrar's Office, 2nd floor Bell Building, if not available in the academic department.)

1. Student will complete COPHS Academic Appeal Form
 - If a student is returning from Academic Suspension, they must also include official transcripts documenting completion of 12 or more college credit hours with a 2.5 GPA or higher at the institution attended while away from TSU during the required timeframe (TSU Academic Standing Policy).
2. Student will meet with advisor (Dr. Solís-Rodriguez or Ms. Warner) from the Office of Student Services (OSS) in Gray Hall 134 for advisement. Advisor will provide academic standing checklist, copy of TSU academic standing policy, and list of recommended/approved courses for student to take.
3. Upon completion of advisement session with OSS advisor, student will meet with COPHS Associate Dean (Dr. Moultry) in Gray Hall 241 for official approval/denial of academic appeal.
4. If approval from Associate Dean is received, student will return to Gray Hall 134 to register for approved courses (online registration will not be permitted while on academic probation.)
5. Student will provide OSS advisor with Financial Aid (SAP) appeal form to complete.