**Appeals Committee**

**Recommendations for Reapplication Policy**

1. Students who miss the 30 day deadline for an appeals hearing can re-apply to the department in the following semester.
2. Students who are not admitted following an appeal may re-apply the following semester.
3. Students may only go through the reapplication process once.
4. Students may go through a second appeals process if they are not accepted during the second application process.

**Admissions Reapplication Policy**

In the event, that a student does not meet the 30-day deadline for appealing an admissions decision, he/she will need to reapply to the department. All department admissions requirements must be met (see<https://www.csbsju.edu/education/apply-to-the-program> for specific requirements).

Additionally, the student will need to submit the following to the program coordinator, due by the deadline for admissions:

1. An online form to the admissions committee addressing the following items:

1. What reasons do you have for pursuing teacher licensure?
2. Areas of growth since the previous application
3. What areas for future growth and improvement do you plan to target?
4. What strategies, resources and or supports do you plan to use to be successful in the program (ex. Utilize the writing center for writing support)

Access the form here: <https://www.csbsju.edu/forms/W2UTGPK3FW>

2. Two additional completed evaluations from professors with whom the student worked during the previous year. This link should be sent to each professor to access the form: <https://www.csbsju.edu/forms/TK3D1UYAJN>