

Georgia Southwestern State University
School of Education Graduate Admissions
800 Georgia Southwestern State University Drive
Americus, GA 31709

GRADUATE ADMISSIONS APPEAL PROCESS

1. The applicant will write a letter with a request to meet with the SoE Graduate Committee. The letter must contain the reason the applicant believes he/she should be allowed the opportunity to present his/her case. The letter should also contain contact information (email address and phone number).

Appeal letters may be emailed to Ms. Wanda Thompson at wmt@gsw.edu or mailed to Ms. Thompson at the address above. Letters must be received within 20 days from the date of the admission decision letter.

2. The Graduate Committee will meet with applicants who appeal in writing. Applicants will have the opportunity to present his or her case to the Graduate Committee in 10-minute intervals. Applicants will be notified by email regarding scheduled appointments.
3. The Graduate Committee will make a recommendation to the Dean concerning the appeals.
4. The Dean will make the final decision based on the Committee's recommendation and send a letter to the applicant.