

James Madison University

Education Support Center
Memorial Hall, Room 7230
Phone: (540) 568-6274 Fax: (540) 568-3342
<http://www.jmu.edu/coe/esc>

**ESC USE ONLY****Date received:****APPEAL of ADMISSION AND RETENTION STATUS FORM**

Students are expected to complete all application requirements for acceptance into Teacher Education. However, a student can submit an appeal for admission into Teacher Education prior to the start of the semester in which s/he wants to begin education coursework! NOTE: We will accept an e-signature when it has been emailed from an accompanying JMU email account.

PART I – Candidate: please complete and submit to your education advisor or program coordinator. (See Part II)

Name of candidate (please print)

JMU Student ID

E-mail address

Education Program

Current GPA

Cell Phone Number

What course(s) are you trying to enroll in? Please include course number(s) and title(s).

Place a check mark by the item(s) which you have NOT completed for admission:

PSYC 160/EDUC 175 (C or better)

Entry Assessment ALEKS, Praxis Core, SAT/ACT

Certificate: FA/CPR/AED

EDUC 200 (C or better)

References (one or two)

Certificate: Child Abuse Prevention

WRTC 103 (C or better)

Pre-Professional Self-Assessment

Certificate: Cultural Competency

ENG course (C or better)

GPA (minimum 2.5)

Expectations are granted only for extenuating circumstances that the program decides justify a temporary waiver of the admission criteria.

Please describe any extenuating circumstances that explain why these requirements have not yet been met. (Add additional sheet if needed)

Candidate's Signature

Date



PART II – Candidate: please submit this to your program coordinator or education advisor via email. Program: After a decision is made, please email the candidate to complete Part III, and then the candidate will return the completed form to the Education Support Center at teacher-ed@jmu.edu.

Appeal Decision (please mark one):

- ☐ Conditional Continuance – student must meet all criteria for full acceptance into teacher education by the end of the semester. ESC will unblock courses listed above to allow student to register this semester.
- ☐ Not Accepted – student must meet all admission requirements prior to being allowed to register for courses.

Education Program's Signature

Date

PART III – Candidate: please complete and sign after your program completes Part II, then return it to the Education Support Center at teacher-ed@jmu.edu or print and deliver to Memorial Hall 7230/7240.

- ☐ I agree with the decision of my program as indicated in Part II.
- ☐ I do not agree with the decision and request an appeal by the AR&E committee based on Due Process Violations.

Student's Signature

Date

NOTE:

1. Students should submit the Appeal Form to their education program one month prior to the start of the semester in which they want to enroll (e.g. August 1 for fall enrollment; December 1 for spring enrollment).
2. Appeals must be signed by the student in Part I **and** Part III; by the education program in Part II; and then submitted to the ESC.
3. After a conditional continuance appeal is entered, the student will receive an email from teacher-ed@jmu.edu and can register for classes.

REMINDER:

This appeal decision is only good for the semester in which it is granted. NO future appeals will be granted. A candidate who does not meet all teacher education criteria by the end of the semester **MUST** schedule an appointment with their advisor to discuss a plan for moving forward in their program.