

**Appendix C**

**Retention Appeal Form**

THE UNIVERSITY OF  
**MEMPHIS**

Graduate School

Graduate School  
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Memphis, TN 38152  
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GRADUATE SCHOOL

GRADUATE STUDENT RETENTION APPEAL FORM

Name: \_\_\_\_\_

UIID: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

Any graduate student has the right to appeal termination decisions made by the academic department or college/school. A student may appeal on the following grounds: (a) New information, not available at the time of termination advising, has become available which would substantially alter the outcome of the termination decision. (b) The academic department or college/school failed to conduct the termination process fairly or violated its procedures in such a way as to disadvantage the terminated student. (c) The decision of the academic department or college/school is arbitrary in relation to academic performance requirements of the student's academic program.

The following information is required:

(a) Is your appeal based on new information (Y/N)? \_\_\_\_\_

What new information, not available at the time of your termination, has become available which would substantially alter the outcome of the termination decision? \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(b) Are you appealing on the basis that the academic department or college/school failed to conduct the disciplinary process fairly, or violated its procedures in such a way as to disadvantage you (Y/N)? \_\_\_\_\_

How did the academic department college/school fail to conduct the disciplinary process fairly, or violated its procedures in such a way as to disadvantage you? Please explain. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

(c) Are you appealing on the basis that the decision of your academic department and college/school is arbitrary in relation to your academic performance (Y/N)? \_\_\_\_\_

How, specifically, was the academic department or college/school arbitrary in relation to your academic performance?

Please explain. \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Please attach any documentation that can support your appeal.