

Appeal and Petition Process for Undergraduate Academic Matters

The procedures of the appeal process pertaining to academic matters within Peabody College are listed below. Please see Chapter 6 (The Judicial System) of the Vanderbilt University *Student Handbook* for a description of the appeal process for non-academic matters.

Petitions for exceptions to academic policies, appeals of academic policy implementations by Peabody Dean's Office staff, and appeals of academic actions by the Undergraduate Administrative Committee (UAC) Chair (e.g., letters of dismissal) may be directed to the full UAC.

Petitions and appeals should be sent to:
Chair, Peabody Undergraduate Administrative Committee
c/o Peabody Dean's Office
202 Peabody Administration Building
Peabody #329
230 Appleton Place
Nashville, TN 37203-5721
Fax: (615) 322-8501

A student may ask the UAC to reconsider a decision if the student has new information to offer. The chair of the UAC will decide whether the full UAC will reconsider. Requests for reconsideration of UAC decisions should be sent to the above address.

A final, negative decision of the UAC may be appealed to the Dean of Peabody College (at the above address), who may assign an associate dean to handle the matter on the Dean's behalf. The Dean or associate dean will consult with the UAC and other relevant faculty or staff as part of the review of the decision.

(Vanderbilt University 2009-2010 *Undergraduate Catalog*, p. 642)