

Official Appeal of Denial Form for Freshmen: Office of Undergraduate Admissions

Note: The submission of appeal information does not guarantee approval of the appeal.

APPEAL TYPE: Please select ONE OPTION below.

____ A. Appeal based on new transcripts and/or new test scores.

____ B. Appeal based on compelling circumstances or issues which affected grades and/or test scores.

Name: _____
(first) (middle) (last)

Panther ID# _____ Date of Birth: _____

Address: _____

Phone #: (____) _____ / _____ E-mail _____

REQUIRED DOCUMENTS:

If you selected Appeal OPTION A:

1. Official Appeal Form
2. Official, updated sealed transcript and/or official, updated test scores from SAT and/or ACT, which must be sent electronically from Collegeboard or ACT and provide paper copy for appeal.

If you selected Appeal OPTION B:

1. Official Appeal Form
2. Submission of a typed, well-written letter or essay, to explain and justify the appeal.
3. Submission of documentation to support circumstances mentioned in the essay (doctor’s note, death certificate, disability disclosure, etc.

The following guidelines must be met, in order to be considered:

- State your case completely, including relevant facts and presenting your argument clearly and concisely.
- Transfer applicants should submit high school transcript(s) and test scores (SAT and/or/ACT).
- Appeals are processed only with the documents sent upon delivery; submit all documentation together.

Please Note: Reviews will begin on March 30th and be on-going. Appeals are reviewed in the order which they arrive. Decision letters are mailed after consideration and processing.

Deadlines for Option B: Fall: July 1 Spring: November 1 Summer: April 1

SIGN & DATE BELOW:

I certify that all the information provided for this appeal is true and accurate to the best of my knowledge:

Applicant’s Signature

Date of Signature

Submit all APPEAL DOCUMENTS via postal mail, e-mail or fax to:

Office of Undergraduate Admissions; Georgia State University, P.O. Box 4009, Atlanta, GA 30302-4009

E-mail: admissions@gsu.edu; Fax: 404-413-2002

In Person: Office of Undergraduate Admissions, Sparks Hall, Suite 200
