

BGSU Firelands Governance Document Policy	Academic Committees	Academic Review Board
Approved by:	Date Revised 2-20-07	FC 4111

PURPOSE

Describes the duties of a sub-committee of the Academic Affairs Committee whose duties pertain to matters dealing with student issues such as petitions for reinstatement following dismissal for academic reasons and requests for course substitutions in degree programs.

Membership

Associate Dean for Academic and Student Affairs (Non-voting Chair)
 Manager, Student Services (Non-voting member)
 One Academic Affairs representative from each department.

POLICY

Academic Review Board (ARB) decisions should attempt to respond to the academic needs of individuals requesting special waivers, course substitutions, and reinstatements in a way that is consistent with the academic policies and the standards of BGSU Firelands and Bowling Green State University.

All requests must be initiated by the student and must be accompanied by a letter of support from the student's academic advisor or program director. Other information pertinent to the request may be sent by the Student Services staff or faculty.

Each request is considered on a case-by-case basis with proper consideration given to the position advocated by the adviser, but the guidelines should be adhered to whenever possible.

Students who are readmitted to the university after at least one full year of absence must adhere to the requirements of the check sheet in force at the time of readmission.

All decisions are made on the basis of a vote of the representatives from the three departments, with a majority ruling.

REFERENCES

FC 4112 Substitution and Waiver Guidelines