

APPEAL OF A GENERAL EDUCATION REQUIREMENT

If you are a student filing an appeal, use this form. Your first step is to speak with the appropriate person in your Dean's Office. One copy of this form bearing original signatures (items 4 and 7 below), and all supporting documents will be forwarded by your Dean's Office to the Office of Academic Affairs.

1. Attach an up-to-date unofficial transcript. If you are currently enrolled, it should show the courses you are now taking.
2. Attach a current degree audit. The degree audit will also show the courses you are now taking, but will also show your degree requirements.
3. Which area of the General Education Requirements is concerned in this appeal?
 Analytical Reasoning Humanities Social Sciences
 Arts Natural Sciences (Life)
 English Composition Natural Sciences (Physical)

4. Provide a brief description of your request:

Student's Signature: _____ Date: _____

Typed or printed name: _____

5. Write, sign, and attach a statement explaining and justifying your appeal. Usually an appeal asks that a specified course, not listed in the LSU General Education Program, be accepted as a substitute for another specified course which is listed. In that case, you need to explain why the unlisted course which you want LSU to accept fulfills the purposes and intentions of the requirement of the listed course. To understand more fully the nature of the General Education program and the areas included, please read the area guidelines available on the LSU General Education Web Site (<http://www.cae.lsu.edu/genedhome/>).
6. Attach a supporting statement, addressing the merits of your request, from an official of the department offering the General Education course for which you are proposing to substitute another.
7. A representative of the Dean of your College or School must sign here, and may choose to attach a statement providing additional information or support of your appeal, before sending it on to the Office of Academic Affairs. The signature indicates only that your College or School is aware of your appeal and has had an opportunity to advise you.

Signature: _____ Date: _____

Typed or printed name: _____

8. A representative of the Office of Academic Affairs should sign here, on the original, when forwarding the appeal to the Chair of the Faculty Senate Committee on General Education.

Signature: _____ Date: _____

Typed or printed name: _____

9. Chair, General Education Committee of the Faculty Senate: The Committee recommends that the appeal should be granted denied. When this appeal is returned to the Academic Affairs, an explanation of this recommendation will be attached.

Signature: _____ Date: _____

Typed or printed name: _____