QUESTIONS AND ANSWERS IN REGARD TO
APPEALING FOR CONTINUED ENROLLMENT
AS A GEST OR TEAM MAJOR IN
TRANSITION ACADEMIC PROGRAMS

It is important for you to read this before you begin preparing your appeal.

What are the rules for General Studies and TEAM majors?

Students are only allowed to enroll as a GEST major for one or two fall/spring
semesters. The ability to enroll for the second full semester will be determined by
grades, total hours, the identification of a realistic major, and appropriate progress
toward timely degree completion.

Most General Studies and TEAM majors who have grade point deficiencies will be sent
an email and a letter within one week after grades are posted to inform them there is a
hold on their registration from continuing in General Studies or TEAM. This means their
summer/fall schedules could be dropped unless an appeal is approved.

GEST and TEAM students who are on probation (cumulative GPA below 2.00) will not
be allowed to enroll in summer sessions at TAMU.

How can I appeal?

You may submit an appeal online after official final grades are posted on HOWDY. Do
not forget to scan, fax or mail relevant documentation of any extenuating circumstances
you present. Our fax number is 979-845-2873. Make sure your name and UIN are
written on any document you submit.

When should I appeal?

You should appeal online as soon as possible once final grades have been posted.
There will be a link on the homepage for General Academic Programs. The form will not
be available online until grades are posted in COMPASS.

When will I get an answer?

You should be emailed a response with the outcome by the third work day after your
appeal and documentation were submitted.

What if I am not currently a General Studies major?

If your cumulative TAMU GPR is below a 2.0, you will be required to file an appeal to be
considered for continued enrollment in General Studies. About 60-70% of appeals are
accepted. If your appeal is accepted, be aware that you may be required to meet with
an advisor before your next semester’s schedule will be approved. You may not be
allowed to take courses that have given you difficulty in the past. Your schedule will have to include appropriate classes for a major that is realistically within reach given its GPA and course completion requirements. Until your appeal has been accepted and courses approved, your old major has the authority and ability to drop your classes for the next semester.

Can I submit an appeal to more than one major?

Yes. You need to find out your options as soon as possible. If you submit an appeal and it is approved, we will change your major to General Studies. If you have filed an appeal with your previous major and do not yet know the outcome, you still must file an appeal to be considered for General Studies no later than the deadline. If you find out later that your appeal was accepted by your previous department, they can change your major back to that designation.

Must I specify a specific desired major?

Yes. It must be a major with GPA requirements you can reach within one or two semesters as a GEST or TEAM major. Change of major requirements for various majors are listed at [http://tap.tamu.edu/Main/changeOfMajor.pdf](http://tap.tamu.edu/Main/changeOfMajor.pdf). If you need help projecting your future GPA, you may want to use the GPA Calculator at [http://gest.tamu.edu/main/gpa/gpacalculator.aspx](http://gest.tamu.edu/main/gpa/gpacalculator.aspx).

What if I have 45+ hours?

Students must have a realistic plan for gaining entry to a major. If you have posted semester GPA’s of 1.6, 1.75 and 2.1, and to gain access to a desired major you will have to post a 2.80 for two semesters or a 3.25 for one semester that is not realistic. If the grades that hurt your GPA are in courses that won’t be required in your next major that will be taken into account. Students with 45+ hours may only be allowed one semester in GEST.

How are appeals evaluated?

The Transition Academic Programs staff considers each student’s individual circumstances. This includes the size of the grade point deficiency, total semester hours attempted and earned, extenuating circumstances that were beyond the student’s control, corrective measures taken by the student, and whether or not the circumstances will still be present the next semester. There must be a clear connection made between the dates of the extenuating circumstances and the chronology of assignments and exams. Students with small grade point deficiencies are more likely to have an appeal approved that students with large deficiencies. However, if a student is not making appropriate progress toward graduation by timely completion of courses, even a student with a small grade point deficiency can be blocked.

What are considered extenuating circumstances?

These can vary. However, there are some questions we always ask when we consider an appeal:

- Are most students able to perform academically given similar circumstances?
Were the circumstances really beyond your control? Pain and emotions are real, but they can be managed at certain levels.

Were the extenuating circumstances present during the last semester? Circumstances during previous semesters may provide historical context, but only those during the most recent semester are considered grounds for an appeal.

What evidence is there that you tried to correct or control the circumstances in a timely way?

Did you interact with staff or faculty who could help you or make allowances in a timely way?

Did you exercise options you had such as Q-drops, withdrawals, or changing a KINE grade to S/U?

Will the circumstances be resolved before next semester?

Is documentation required?

All extenuating circumstances must be verified by written documentation from an appropriate professional. If there is no documentation, those circumstances will NOT be considered.

How much documentation should be provided?

Enough documentation should be provided to show evidence of an event and/or diagnosis, resolution of the event, suggested treatment for health problems, and dates of treatment. A letter or slip from a doctor that does not include a diagnosis and dates of appointments/treatment is not sufficient documentation. On the other hand, please DO NOT submit excessive documentation. Even with complicated situations, 6-8 pages should be the maximum documentation submitted.

Please note that it is our practice that any information submitted will be verified.