



University of Maryland
College of Behavioral and Social Sciences
Appeal for Exception to Satisfactory Progress Benchmarks

All students must meet satisfactory progress benchmarks. Benchmark requirements are major-specific and generally require grades of “C” or better. Students who do not meet certain benchmarks by the assigned deadline must appeal to remain in the major.

Appeals are considered based on extenuating circumstances and are neither automatic nor guaranteed. Benchmark appeals are reviewed by the College, and decisions are communicated to students via e-mail within ten business days. Please complete this form fully, attach any supporting documents, and submit it to BSOS Advising (2148 Tydings Hall; fax 301-314-4087).

Personal Information

Name	
University ID Number	
Major	
Local Address	
City, State Zip Code	
Phone Number	
E-mail Address	

Personal Statement and Supporting Documents

Please attach a personal statement and supporting documents that address the following topics:

- The benchmark requirement(s) that you were unsuccessful in completing
- The precise reason why you have not or cannot meet the benchmark requirements
- Unusual, extenuating, or special circumstances you wish to bring to our attention
- Documentation of unusual, extenuating, or special circumstances
- Specific, concrete steps you plan to take to successfully complete requirements if granted an exception.

Student Signature

I certify that the information on this appeal form is complete and correct. If it is not, I understand that denial of my appeal and referral to the Office of Student Conduct may result. I understand that if my appeal is granted, I will not be granted any further exceptions to the benchmark policies.

<i>Student Signature</i>	<i>Date of Appeal</i>

Office Use Only

Date	Approved	Denied	Pending	Notes