



**Office of Academic Affairs**

116 Agricultural Hall • 1450 Linden Drive • Madison, Wisconsin  
53706 Main Line: 608-262-3003 • Fax: 608-265-5905  
E-mail: [deanoncall@cals.wisc.edu](mailto:deanoncall@cals.wisc.edu)

**REQUEST of Scholastic Policies and Actions Committee (SPAC)**

Students with unusual academic circumstances may request a hearing with the Scholastic Policies and Actions Committee (SPAC) to request a suspension or modification of an academic policy or procedure, or an appeal of an academic decision.

**Directions**

**STUDENTS ARE STRONGLY ENCOURAGED TO CONSULT WITH A CALS ACADEMIC DEAN VIA DEAN-ON-CALL PRIOR TO SUBMITTING AN APPEAL.**  
Student must complete parts 1-2 of the application. Return completed request form to 116 Agricultural Hall via email to [deanoncall@cals.wisc.edu](mailto:deanoncall@cals.wisc.edu).

**1 Student Information**

<b>Name</b>	<b>Last:</b>	<b>First:</b>	<b>Middle:</b>
<b>Student ID#</b>	-	-	<b>Phone #</b>
<b>E-mail</b>	@wisc.edu		<b>Expected Graduation Date</b>
<b>Degree Classification</b> (Check one)	<input type="checkbox"/> <b>ALS</b> Ag & Life Sciences	<input type="checkbox"/> <b>ABM</b> Ag Business Management	<input type="checkbox"/> <b>PAE</b> PreBio Systems Engineering
	<input type="checkbox"/> <b>ABE</b> Bio Systems Engineering	<input type="checkbox"/> <b>PDI</b> Pre Dietetics	<input type="checkbox"/> <b>ADI</b> Dietetics
	<input type="checkbox"/> <b>PLA</b> Pre Landscape Architecture	<input type="checkbox"/> <b>ALA</b> Landscape Architecture	

**2a Personal Statement**

Please attach personal statement describing the reasons for your appeal, including why you believe that it would do an injustice to you if the appeal were not granted.  
If you are appealing for re-entry following a drop, please follow the additional instructions provided at [www.cals.wisc.edu/wp-content/uploads/2015/01/instructions\\_appealdrop.pdf](http://www.cals.wisc.edu/wp-content/uploads/2015/01/instructions_appealdrop.pdf).

**2b Personal Appeal**

Do you wish to make a personal appeal (appeal in person before the committee)? You will be contacted for an appointment time.	<input type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>
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**2c Additional Documentation**

Students may submit additional documentation in support of their appeal.

Are you providing any additional documentation?	<input type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>
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**2d Advisor Support**

Students are encouraged to seek the support of their academic advisor for their appeal. Advisors may choose to submit a letter directly to 116 Ag Hall to provide the committee with additional context to consider in reviewing the appeal.

Have you requested your advisor submit a letter to the committee?	<input type="checkbox"/> <b>Yes</b>	<input type="checkbox"/> <b>No</b>
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**3 College Action**

Summary Description of Appeal Request			<b>PINK</b>
<i>Initial and Date Box Once Completed</i>			
<b>Approved at SPAC meeting</b>	<b>Explanation</b>		
<b>Denied</b>			