

## **Policy XX: MSVUSU Academic Appeal Support Program (AASP)**

1. The MSVUSU recognizes that financial and other barriers may prevent MSVUSU members from filing academic appeals when they are warranted. The purpose of this program is to remove some of these barriers.
2. The MSVUSU Vice President of Advocacy is responsible for the MSVUSU Academic Appeals Support Program. The person responsible will hereafter be termed the 'Advocate'. The MSVUSU Academic Appeal Support Program must always have an Advocate. If the Advocate is unable to fulfil these duties, the next in line of succession will assume this position. The line of succession for the Advocate is as follows,
  - 2.1. Vice President of Advocacy
  - 2.2. Vice President Student Life
  - 2.3. Vice President Communications
  - 2.4. President
  - 2.5. Any SRC Member as appointed by SRC.
3. The MSVUSU Academic Appeals Support Program will
  - 3.1. Provide any MSVUSU member with a \$25 interest free loan to cover the academic appeal fee
    - 3.1.1. This loan will be charged to the MSVUSU member's student account
    - 3.1.2. This loan will be forgiven if the MSVUSU member's appeal is found in their favor
      - 3.1.2.1. The MSVUSU member must inform the Advocate of the outcome of their appeal to have the loan forgiven and charge removed from their student account.
    - 3.1.3. If MSVU changes the cost of an academic appeal, the loan amount shall be automatically changed to the new amount.
  - 3.2. Provide support to MSVUSU members when filing their appeal, including
    - 3.2.1. Information on academic appeal types and procedures
    - 3.2.2. Help writing their appeal documents
    - 3.2.3. Connecting with the registrar's office
4. To access the MSVUSU Academic Appeal Support Program any MSVUSU member must
  - 4.1. Contact the Advocate before filing an appeal
  - 4.2. Sign the Academic Appeals Support Program agreement. This agreement will include,
    - 4.2.1. The loan terms
    - 4.2.2. A release allowing the Advocate to view materials related to the MSVUSU member's appeal
    - 4.2.3. Provide consent for the Advocate to contact the University Registrar on their behalf

- 4.2.3.1. This consent is optional. The MSVUSU member may, at any time, deny or withdraw consent for the Advocate to contact the University Registrar without affecting the Member's eligibility for the Academic Appeals Support Program
- 4.2.4. Provide the MSVUSU member's student number and provide consent for the Advocate to have the loan fee added to their Student Account.
- 4.3. The MSVUSU member must not contact any of the student representatives on the Academic Appeals committee who will be hearing their case.
- 5. All materials pertaining to the MSVUSU member's appeal that are shared with the Advocate are confidential. These materials cannot be shown to any other person without the prior written consent of the MSVUSU Member. All materials pertaining to the MSVUSU member's appeal, with the exception of the Academic Appeals Support Program Agreement, that are in the possession of the Advocate following the appeal must be destroyed in accordance with the MSVUSU Records management policy (Policy XI). The Academic Appeals Support Program Agreement will be kept by the Advocate until the loan is repaid or forgiven.
- 6. There is no limit to the number of appeals a MSVUSU member may file through this program.