

2011-12 Appeals Procedure

The appeals process will be followed in accordance with SOC bylaws, which may be accessed on the SOC website:

https://www.lclark.edu/college/student_life/associated_students/soc/.

- If your group feels that it has received inadequate funding, you may appeal the budget you have been allocated. Minutes from Committee deliberations are available for review on the SOC webpage.
- You have one week (**UNTIL APRIL 13th at 4 p.m.—NO EXCEPTIONS**) to submit a letter of appeal by email to soc@lclark.edu. This letter should be no more than one page long and should explain why you believe your allocation is unfair or inadequate and include a prioritized breakdown of what you would do with additional funds.
- Organizations that failed to submit a budget application for the initial round of deliberations are invited to submit an appeal. Please submit a complete budget application along with your letter of appeal.
- The Student Organizations Committee will vote on whether or not to hear your appeal. Should your appeal be denied, that decision is final.
- If you are submitting an appeal, 1-2 representatives of your organization are required to appear before the Committee to justify the appeal. **This will occur on Wednesday, April 17th in Albany 202**). Please sign-up for an appeals interview time on the posted sheet in front of the ASLC office.
- Final budget allocations will be announced Friday, April 29th.

If you have any questions, e-mail Christabel Escarez, Student Organizations Coordinator, at soc@lclark.edu or stop by her office hours in Templeton, Tuesday 4:30-6:00, Wednesday 2:30-4:00, Friday 1:00-3:00, or by appointment.