



## Reinstatement Form & Instructions

### Reinstatement After College Suspension Petition Procedures

1. This petition should be filled out with the assistance of your adviser. You must attach a study plan which outlines the courses you will be taking during the coming academic year. Emphasis should be placed on repeating courses in which grades of "D" or "F" was received.
2. The petition must be signed by you, your adviser, the chair of the department in which you are majoring, and the dean or director of the college or school in which your major is housed.
3. If the one year suspension requirement has been met, the petition should be filed with the Registrar's Office. If the one year suspension requirement has not been met, the petition should be presented to the Faculty Senate Office for consideration by the Faculty Senate Academic Standards Committee.

### ALL PETITIONS CHECKLIST

Complete form on following page

Obtain required signatures (e.g. adviser, department chair, and dean)

Attach supporting documentation

Make two (2) copies and return to Faculty Senate Office (FDH 220)

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