

PETITION FOR READMISSION AFTER DISMISSAL

Name: _____ Date: _____

ID#: _____ Major: _____ Email: _____

Local Mailing Address: _____ Local Phone: _____

Semester student was placed on Academic Dismissal _____

A student who has remained out of the University one calendar year after receiving an academic dismissal may petition for readmission. All items listed on this checklist will constitute the petition:

- Student-written petition signed by the student to include:
 - Statement explaining how circumstances have changed making academic improvement a realistic goal;
 - Major at the time of academic dismissal;
 - Date of last period of enrollment.
- Copy of supporting documentation from physician, counselor, etc.
- Copy of MSU transcript.
- Letters from advisor/department head in support of petition and outlining any special conditions for readmission.

The petition for readmission after dismissal must be approved by the Dean before the 3rd day of class.

Comments/Conditions: _____

Student's Printed Name **Date** **Student's Signature** **Date**

Advisor's Printed Name **Date** **Advisor's Signature** **Date**

Department Head's Printed Name **Date** **Department Head's Signature** **Date**

Dean's Printed Name **Date** **Dean's Signature** **Date**

Vice President for Academic Affairs' Printed Name **Date** **Vice President for Academic Affairs' Signature** **Date**

****If the student has not been out for one calendar year or if this is a petition following a second academic dismissal then the petition must be approved by the Vice President for Academic Affairs upon the positive recommendation of the Dean.**