

Please type or print neatly.

Student's name: _____
Last First Middle Initial

TxState ID: _____ **Email address:** _____

Mailing address: _____
Address City State Zip

Phone numbers: cell _____ home _____

Major: _____ **Minor:** _____

Freshmen Sophomore Junior Senior

Advisor: _____ **Advisor's office and phone:** _____

Semester for which readmission is requested (semester/year): _____

This form is designed to give you a chance to explain what you think contributed to your poor academic performance. Think through your answers carefully and write well. The Dean's Office is not favorably impressed with poor spelling, grammar or organization. Answer the questions completely and honestly. Use as many other sheets of paper as necessary to complete this evaluation form and attach them to the form. The Dean's Office will not consider an incomplete petition. Be sure an updated degree plan and transcript from Texas State are attached.

In reviewing your responses and the supporting material, the Dean will be looking for evidence that:

1. You understand the reasons for your academic difficulties.
2. You accept personal responsibility for your academic difficulties.
3. You understand the measures needed to improve your academic performance.
4. You understand the measures needed to correct academic performance issues.
5. The actions you propose are appropriate to correct academic performance issues.
6. You have the commitment and ability to complete your proposed course of action.
7. You have achieved maturity and dedication and are prepared academically to succeed.

General Information

1. How many hours have you successfully completed? _____
2. When were you placed on suspension (semester and year)? _____
3. Is this your first academic suspension? Yes No
4. What is your Texas State grade point average? _____
5. Are you applying for financial aid for the semester in question? Yes No
6. Have you filled out and submitted an appeal to financial aid for funding? Yes No

Use a separate sheet(s) of paper to answer the following questions. Number your responses according to the list.

Explanation

7. What were the circumstances that led to your academic failure in your last two semesters?

Academic (e. g. study habits, time management, academic goals, etc.)

8. What academic habits contributed to your poor academic performance in your last two semesters?
9. What academic measures have you taken to solve the problems or change the circumstances leading to you academic difficulty?

Personal (e. g. work schedule, child care, etc.)

10. What personal measures have you taken to solve the problems or change the circumstances leading to your academic difficulty?
11. What plans do you have should your petition be denied?
12. If you are readmitted, which courses do you need to repeat to improve your grade point average?

Initial the following statements to signify that you have completed the process for appeal for readmission as stated.

_____ My transcript is attached to this petition.

_____ I have attached an updated degree plan.

_____ I have attached material to consider appropriate to document the circumstances beyond my control that led to my academic failure in my last two semesters.

I hereby attest that these questions have been answered by me to the best of my ability. I understand that the committee will view incomplete information negatively. Finally, I understand that if my Petition for Readmission is denied, I have the right to the Suspension Appeals Committee on May 29 (for summer 2013 reinstatement) and August 20 (for fall 2013 reinstatement).

Signature _____ Date _____