

**CHECKLIST FOR READMISSION APPEAL**  
**(Incomplete files will not be reviewed.)**

Items 1-5 below are **REQUIRED** for review by the Committee.

**1. A 1 page typed letter explaining:**

- The reasons for your former academic situation, including, if applicable, any extenuating circumstances that may have affected your academic performance
- A statement indicating what has changed so that you are now prepared to meet the university's academic standards and complete all degree requirements within a reasonable length of time.

**2. Student Evaluation for Readmission Form (Page 2 of this document):**

- Must be completed by an advisor or an objective third party (e.g., physician, counselor, lawyer, social worker, teacher, religious leader, Office of Disability Services, or Student Counseling or Health Center).

**3. Proposed Degree Plan (Page 3 of this document)**

**4. Student Self-Assessment Form (Pages 4-5 of this document)**

**5. Student Contract (Page 6 of this document)**

**6. Supporting Documents (optional)**

- Any other documents you believe will help support your appeal.

**These materials should be emailed, faxed, or brought to the following address:**

**Appeal Coordinator  
Department of Registration & Records  
NC State University  
1000 Harris Hall CB 7313  
Raleigh, NC 27695-7313**

**Phone: 919-515-2572  
Fax: 919.515.2376  
Email: [Readmission@ncsu.edu](mailto:Readmission@ncsu.edu)**



## PROPOSED DEGREE PLAN

This form is to be completed by the student. The form should document the student's anticipated graduation date and the plan for completing all remaining degree requirements in a timely manner.

1. Anticipated graduation date: \_\_\_\_\_

2. Tentative semester by semester schedule:

Year \_\_\_\_\_ Term \_\_\_\_\_

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Year \_\_\_\_\_ Term \_\_\_\_\_

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Year \_\_\_\_\_ Term \_\_\_\_\_

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Year \_\_\_\_\_ Term \_\_\_\_\_

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Year \_\_\_\_\_ Term \_\_\_\_\_

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Year \_\_\_\_\_ Term \_\_\_\_\_

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## NC State University Self-Assessment

**Purpose:** This self-assessment is designed to help students identify issues that impacted their academic success and to indicate resources that might be helpful upon return to NC State. Your advisor will use this information to provide suggestions and to discuss resources available on campus that you may be interested in pursuing should you return to NC State.

**Directions:** Within each section place an “X” in the box that best describes your level of agreement with the statement: Strongly Disagree, Disagree, Agree, and Strongly Agree. Leave blank those items that do not apply to you.

**Student ID #** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b><u>Adjustment to College Life</u></b>	<b>Strongly Disagree</b>	<b>Disagree</b>	<b>Agree</b>	<b>Strongly Agree</b>
1. Instead of studying as much as I should have, I was doing other things.				
2. I wasn't getting enough sleep or I was sleeping too much.				
3. Everything was so big and impersonal; I felt lost in class or on campus.				
4. I met people who were interested in the same things as I am.				
5. I was very discouraged by poor grades.				
6. The academic requirements at NC State were more difficult than I expected.				
7. I was able to find student groups or activities that interested me.				
8. I had trouble planning my time once I was on my own.				
9. I commuted to NC State and did not feel a part of the community.				
10. I missed my friends and family back home and I thought about it a lot				
11. I liked the people and environment here.				
12. I felt ready for college and wanted to be at NC State.				
13. I went home most weekends and this made it hard to focus on school.				
14. I had a job, so I didn't have enough time to study or get involved in activities here.				
15. Other:				
<b><u>Direction &amp; Goals</u></b>	<b>Strongly Disagree</b>	<b>Disagree</b>	<b>Agree</b>	<b>Strongly Agree</b>
1. I was pleased with my declared major.				
2. I wasn't sure what my degree would do for me.				
3. I worried because my classmates seemed to know what they wanted to do with their lives and I did not.				
4. I was afraid to commit myself to any one major.				
5. What I wanted to do as a career didn't fit in with what my family or others expect of me.				
6. I was enjoying what I was studying in my Major.				
7. I couldn't be admitted to the major I want.				
8. I got the assistance I needed from my advisor.				
9. NC State offers a major for the field I wanted to study.				
10. Other:				
<b><u>Personal Issues</u></b>	<b>Strongly Disagree</b>	<b>Disagree</b>	<b>Agree</b>	<b>Strongly Agree</b>
1. I felt tired all of the time and had no energy.				
2. I felt tense and anxious much of the time I was at NC State.				

3. I was distracted by problems with my family/roommates/significant other/friends.				
4. I hadn't been in school for a while and it was difficult being a student again.				
5. I had medical or health issues or concerns (injury, flu, chronic health issue, etc) that interfered with my studies.				
6. I had family responsibilities (parents, siblings, children, etc.)				
7. I felt I had lost my self-confidence.				
8. I was dealing with cultural pressures.				
9. I felt isolated or alone.				
10. Financial concerns were a distraction from my academics.				
11. I felt burned out.				
12. I had been feeling sad or down.				
13. I had trouble concentrating on my work because I am thinking about other things.				
14. I had personal issues that interfered with my studies (e.g. relationship problems, disruptive or traumatic event, significant loss, depression, anxiety, substance use)*				
15. Distractibility or learning issues may have interfered with my studies (ADHD, learning disability, and concentration problems).				
16. I had a significant emotional, hardship, or medical situation that impaired my academic functioning.				
17. Other:				
<b><u>Academic/Study Skills/Time Management</u></b>	<b>Strongly Disagree</b>	<b>Disagree</b>	<b>Agree</b>	<b>Strongly Agree</b>
1. I had a quiet place to study.				
2. I talked to my instructor or TA when I got poor grades on a paper or test.				
3. I got behind in my work and could not catch up.				
4. I knew how to make a study plan that worked.				
5. I didn't know how to vary the way I studied for different kinds of classes.				
6. No matter how hard I studied, I couldn't do well.				
7. I studied the wrong things for exams.				
8. Even though I knew the material, I panicked on exams and did poorly.				
9. I read slowly and rarely got my reading assignments done.				
10. I know how to take good lecture or reading notes.				
11. I can recognize the most important points in a lecture.				
12. I couldn't wake up for my early classes.				
13. I missed some classes and didn't feel comfortable going back to class.				
14. I missed a lot of information during lecture – I zoned out.				
15. It took me forever to do my assigned reading, and I didn't remember what I read.				
16. I usually did assignments/studied well in advance.				
17. I attended class regularly.				
18. I found that other activities or interests took up time in place of studying.				
19. Other:				

## Student Contract:

Please check-off to acknowledge that you have read and understand the following statements.

If readmitted, I commit to do the following:

\_\_\_ Establish a meeting with my advisor within the first 4 weeks of the term.

\_\_\_ Maintain a minimum 2.0 GPA for each subsequent term until I achieve a cumulative GPA of 2.0

\_\_\_ Make appropriate progress towards degree completion (see <http://policies.ncsu.edu/regulation/reg-02-05-03>)

I certify that all statements and information provided in this form and any supporting documents to be submitted are true, accurate and complete.

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## Resources at NC State University

- Academic Advising Services
- Academic Advisor
- ARTS NC State
- Campus Activities
- Campus Cooperative Ministries
- Campus Recreation
- Career Development Center
- Counseling Center
- CSLEPS
- Departmental Coordinator of Advising
- Disability Services
- GLBT Center
- Health Promotions
- Multicultural Student Affairs
- Office of Scholarships & Financial Aid
- Resident Advisor
- Student Health Services
- Student Legal Services
- Student Organization Resource Center
- Undergraduate Tutorial Center
- Women's Center