

ADMISSION AND RETENTION COMMITTEE

St. Cloud State University

EARLY READMISSION APPEAL TO ONE-YEAR ACADEMIC SUSPENSION

Name _____ SCSU ID _____

Phone (_____) _____ HuskyNet email _____@stcloudstate.edu

Alternate email address (if HuskyNet not activated) _____

Address _____ City _____ State _____ Zip _____

Would you like this information shared with the Financial Aid Office? Yes _____ No _____

Students who are suspended for one year may not enroll in class for a minimum of one semester and may then submit a written appeal for early readmission.

The required information for your appeal is listed below.

- This form signed and dated.
- A letter from you to the Admission and Retention Committee clearly explaining the reason(s) the appeal should receive favorable consideration.
- If there were extenuating or significant circumstances that contributed to your probation and suspension, additional documentation (court records, hospitalization, military, medical, death, etc.) and/or support letters (medical provider, lawyer, mental health professional, judge, etc.) are required.
- Your signed academic success plan. Forms are available in the Academic Appeals & Probation Office.
- A letter of support for your appeal from one of the following: academic or major advisor, SCSU faculty, a member of a SCSU student support service such as Multicultural Student Services, the Center for International Studies, Counseling and Psychological Services, or Student Disability Services, etc. These may be emails, but should include contact information for the letter writer including telephone numbers.

Appeals must be submitted by the Monday two weeks before the last day of classes Fall and Spring Semester and the first Monday of August. Submit your appeal including the above information to the Academic Appeals & Probation Office electronically to aap@stcloudstate.edu, fax (320-308-5672), or mail to Academic Appeals and Probation, 208 Centennial Hall, St. Cloud State University, 720 Fourth Avenue South, St. Cloud, MN 56301.

The Academic Appeals & Probation Office will send you the appeal results by email.

Initial these statements to indicate that you have read and understand the appeal process.

_____ I understand that if this appeal is not successful, I will be required to fulfill my one year suspension in full.

_____ I understand that the decisions and recommendations of the Admission and Retention Committee are final.

_____ If my appeal is successful, I must meet with my advisor to discuss and implement the committee's recommendations.

Signature

Date

Please contact the Academic Appeals & Probation Office, Centennial Hall 208, with any questions by phone (320-308-4913) or email – aap@stcloudstate.edu.

Please keep a copy for your records.

ACADEMIC SUCCESS PLAN TEMPLATE

Student Name _____ SCSU ID _____

Current Cumulative GPA _____
Current Cumulative Credit Completion Rate (CCR) _____ %

(This information is on the suspension email you received.)

Identify those obstacles that prevented you from succeeding academically at SCSU:

- Poor attendance
- Study skills
- Financial Issues
- Academic rigor of major program
- Difficulty adjusting to college from high school or previous life circumstances
- Difficulty with course content (list specific course(s) _____)
- Other _____
- Test-taking difficulties
- Time management
- Personal Issues

Please answer the following questions on a separate sheet (typed) and attach to this form along with the signature of your advisor, a faculty member, or other university staff who will monitor your academic success plan.

1. How do the obstacles you selected above interfere with your ability to succeed academically at SCSU?
2. What are your solutions to overcoming these obstacles? See the list below.
3. Explain how you will work with an advisor, faculty member, or other university member to reach your academic goals? How many times a month/semester will you meet to discuss your progress? Include specific dates.

Identify those offices and resources at SCSU that you will work with to support your academic success.

- Academic Learning Center (CH 236)
- Business Advising (CH 229)
- Major Advisor
- Multicultural Academic Support Center (AMC 154)
- Women's Center (WC)
- The Write Place (51B 117)
- Tutoring _____
- Other _____
- Advising Center (CH 210)
- Counseling and Psychological Services (SH 103)
- Math Skills Center (CH 224)

The following questions are to be completed during your advising appointment.

What semester/term GPA do you intend to earn? _____
What semester/term credit completion rate (CCR) do you intend to earn? _____ %
What cumulative GPA do you intend to earn by the end of the semester? _____
What cumulative credit completion rate (CCR) do you intend to reach by the end of the semester? _____ %
What is the **maximum** number of credits you will enroll in? _____ Credits

Student Signature

Faculty/Staff Member Signature / Date

Date

Printed SCSU Faculty/Staff Member Name SCSU

Please keep a copy of this for your records.

Revised 12/02/2011