

## 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 15 days before the first 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.**