

DIVISION OF STUDENT SUCCESS Early Readmission Appeal Form

Approving an appeal requires waiving an academic policy under extenuating circumstances. This requires substantial evidence that waiving such a policy would be in the best interest of the student, the institution, and is equitable. **This form is** <u>not</u> for students that sit out their dismissal period. Additionally, it is only required for students advised by the University Advising and Engagement Center, University Studies, College of Liberal Arts, and School of Social Work. Early Readmission Appeals are due 10 days before Fall & Spring terms. Students dismissed after Summer terms may be considered through the 3rd day of the Fall term.

Section 1 – Completed by Academic Advisor

Complete this section if you support the student's Early Readmission Appeal. A signed degree plan must be attached to this form.

Student Name	UTA ID	Cumulative GPA
Current Major	Phone Number	UTA Email
Academic Advisor Signature	Date	

Section 2 – Completed by Student

Note: Financial Aid requires a separate appeal process called Satisfactory Academic Progress (SAP). Information regarding SAP appeals is available on the <u>Satisfactory Academic Progress Policies and Procedures website</u>.

Please answer the following questions

- 1. If readmitted, how many hours will you be working during the semester?
- 3. [*Initial*] I understand that Undergraduate students who enrolled in/after Fall may be required to pay non-resident tuition rates when they exceed 45 hours more than is required to complete the degree program and that additional information is posted on the <u>Student Accounts website</u> and <u>University Catalog</u>.
- 4. What is your first choice major?
- 5. If you are unable to pursue your first choice major, what other major(s) are you interested in pursuing?

Personal Statement & Supporting Documentation

Write a personal statement responding to the following questions:

- Describe the general reasons for academic struggles (self-imposed and/or external).
- Address the specific course(s) you struggled in.
 - What resources did you use to maximize your success?
 - What prevented you from dropping the course(s) by the drop deadline?
 - If applicable, what changed between the drop deadline and end of term?
- o What have you changed since your previous enrollment here to enable academic success?
- What specific steps do you plan to take to be successful? What academic support services will you use when you return?
- How many hours per week are you employed? If applicable, what is your plan for balancing work and school?
- What is your plan if you are not granted readmission?
 - Provide any other information or documentation pertinent to this request. Examples include, but are not limited to:
 - Letter from a medical professional confirming that the diagnosis and/or treatment plan negatively impacted academics and a statement of support for early readmission.
 - Police report for a car wreck (i.e. student no longer had the means to travel to and from campus).
 - Letter from a treating physician for extenuating circumstance, such as incapacitation, surgery, hospitalization, etc.

Student	Signature
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Date _

Section 3 – Completed by College/School/Department Designated Approver

Appeal Decision:	Approved	Not Approved	
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Approver Signature

Date

You may be entitled to know what information UT Arlington (UTA) collects concerning you. You may review and have UTA correct this information according to procedures set forth in UT System UTS 139. The law is found in sections 552.021, 552.023 and 559.004 of the Texas Government Code.



ENROLLMENT CONTRACT

Date:		Major:	Minor:	
Student ID:		Student Name:		
Phone Number:		Email Address:		
 TSI (state law) 30 Hour (state law) Math Only 1st Semester 		 General Enrollment University Probation Academic Warning Dismissal One 	 Dismissal Two Subsequent Disn College/Major/M College/Major/M 	inor Probation
			(Semester/Year)	
Student must earn no	less than	Overall GPA OR	Semester GPA for	r continuance.
	Grade	e Point (GP) Deficiency Ca	Iculator	
OVERALL CURRENT GPA Hours Attempted (X) Desired GPA (=) GP Needed (-) GP Earned (=) GP Deficiency*		OR or MINOR CURRENT GPA Hours Attempted (X) Desired GPA (=) GP Needed (-) GP Earned =) GP Deficiency*	COLLEGE CURRENT GPA Hours Attempted (X) Desired GPA (=) GP Needed (-) GP Earned (=) GP Deficiency*	$\frac{*Deficiency}{Scales}$ Impact per 3-hour course $\frac{2.0 \text{ GPA Scale}}{A = + 6}$ $B = + 3$ $C = 0$ $D = - 3$ $F = -6$ $\frac{2.25 \text{ GPA Scale}}{A = + 5.25}$ $B = + 2.25$ $C = -75$
Course Subject and Number	Required Grade	Other Requirements/Notes	**Must Grade Forgive the Following:	C =75 $D = - 3.75$ $F = - 6.75$ $2.5 GPA Scale$ $A = + 4.5$ $B = + 1.5$ $C = - 1.5$ $D = - 4.5$ $F = - 7.5$ $2.75 GPA Scale$ $A = + 3.75$ $B = + .75$ $C = - 2.25$ $D = - 5.25$ $F = - 8.25$ $3.0 GPA Scale$ $A = + 3$ $B = 0$ $C = - 3$ $D = - 6$ $F = - 9$

**Grade Forgiveness must be initiated by the Academic Advisor. They will post only after approvals and if student is currently enrolled past Census of the semester in which they are filed. They will not remove any academic restrictions placed on the student.

□ I understand and will follow the restrictions noted above. Any changes or alterations must first be approved by my major advisor. Non-compliance may impact my future enrollment.

□ My future enrollment will not be discussed until grades post for the contract semester.

St	udent Signature Date	Advisor Signature	Date
		Advisor Name	Extension
	Referra	s and Resources	
	Academic Testing Services, University Hall 004, 817-272-2362 Counseling and Psychological Services, Ransom Hall 305, 817-272-3671 Departmental Tutoring, Course Instructor Financial Aid, UAB 252, 817-272-3561 Major Exploration Center, Carlisle Hall 501, 817-272-3140 Math Clinic, Pickard Hall 325, 817-272-5674	 Registrar, UAB 129, 817-272-3372 Student Accounts, UAB 1st Floor, 817-272-21 Student with Disabilities, University Hall 102, 8 Tutoring (Academic Success Center), Central Wellness Coaching, Ransom Hall 301 Writing Center, 411 Central Library, 817-272- 	17-272-3364 Library 2nd Floor 817-272-2617

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