ACADEMIC SUSPENSION
PETITION FOR REINSTATEMENT

WARNING: If you fail to achieve the indicated GPA below for the semester in which you are reinstated, any reinstatement for an upcoming semester will be revoked and you will be dropped from any courses for which you registered. You are responsible for any tuition and fee charges that are incurred.

By signing this document, I agree to all of the above terms of reinstatement.

I understand that failure to comply with this contract will result in delay in advising and may delay future registration until after final grades have posted for the term.

Reinstatement Decision

APPROVED
DENIED
PENDING

CONDITIONS and EXPLANATIONS (mark all that apply):

☐ Student must enroll in ______ credit hours for Fall | ______ credit hours for Spring | ______ credit hours for Summer. Student Initial: _______ 

☐ Student agrees to hold work hours below ______ per week. Student Initial: _______ 

The number of credit hours permitted is based on the number of work hours you keep. Working 40 hours allows for 3 credit hours; 30 work hours allows for 6 credit hours; 25 work hours allows for 9 credit hour; 20 work hours allows for 12 credit hours.

☐ Grade replacement policy explained [see Undergraduate Catalog, “Repetition of Course”] Student Initial: _______ 

☐ Course repeat policy explained [see Undergraduate Catalog, “Repetition of Course”] Student Initial: _______ 

☐ Option 2 policy explained [see Undergraduate Catalog, “Repetition of Course”] Student Initial: _______ 

☐ Student must meet with an advisor prior to the course withdrawal deadline: _______ _______ Student Initial: _______ 

☐ Student must meet with assigned advisor/faculty mentor during the months of _______ _______. Student Initial: _______ 

☐ Student must seek assistance and document at least 9 hours on Academic Assistance Log [i.e. workshop(s) or tutoring in specific subject(s)]: ________ ________ ________ Student Initial: _______ 

☐ Student must check email on a regular basis to review important information sent by advisor, this requirement is mandatory. 

☐ Student must take the following courses this semester: _______ Student Initial: _______ 

☐ Student must retake the following courses this semester: _______ Student Initial: _______ 

IF STUDENT’S SCHEDULE DOES NOT INCLUDE THESE DESIGNATED COURSES, STUDENT’S REINSTATEMENT MAY BE REVOKED AND SUBSEQUENT ENROLLMENT MAY BE PROHIBITED.

☑ No Withdrawals or Incompletes are permitted without prior permission of the CSS. Student Initial: _______ 

☑ No F’s are permitted in any course, and no D’s are permitted in University core curriculum courses or prerequisite courses. Student Initial: _______ 

☐ Student must achieve a SEMESTER GPA of at least ______ for the semester in which she/he is applying for reinstatement in order to be eligible to renew this petition. Student Initial: _______ 

☐ Student must renew this petition each semester in person, until cumulative GPA meets the 2.0 minimum required for good standing. Student Initial: _______ 

Comments:

__________________________________________________________________________________________ 

__________________________________________________________________________________________ 

__________________________________________________________________________________________ 

I understand that failure to comply with this contract will result in delay in advising and may delay future registration until after final grades have posted for the term.

By signing this document, I agree to all of the above terms of reinstatement.

_________________________________________  ___________________________________________  __________________________________ 
Student Signature                        Advisor Signature                      Date

Associate Dean Signature
What prevented you from being academically successful? In what way were you responsible for your academic status? Explain.

__________________________________________________________________________________________

__________________________________________________________________________________________

__________________________________________________________________________________________

__________________________________________________________________________________________

If you are reinstated, what three things will you do differently that will significantly improve your likelihood for success? (Please be very specific). If you were not enrolled at UTEP last semester, what have you been doing since your academic suspension/probation that supports your request for reinstatement?

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