Petition for Reinstatement
College of Engineering
The University of Texas at El Paso

Semester for Reinstatement  ☐ Spring  ☐ Summer  ☐ Fall Year ___

Student Name __________________________
ID No. __________________________
UTEP email __________________________
Phone No. __________________________

Undergraduate Major (check one):
☐ Lower Division Engineering (LD-Engr)
☐ Civil Engineering (CE)
☐ Construction Engineering Mgmt. (CEM)
☐ Computer Science (CS)
☐ Electrical Engineering (EE)
☐ Industrial & Systems Engineering (BSIS)
☐ Leadership Engineering (LE)
☐ Mechanical Engineering (MECH)
☐ Metallurgical & Materials Engineering (MME)

INSTRUCTIONS FOR THE STUDENT. Attach a formal (typed and signed) letter addressed to the Dean of Engineering briefly explaining the reason for the reinstatement request. You may include other reasonable documentation that supports your petition but do not attach transcripts. Submit this form to your academic advisor.

DECISION:
Approved____ Denied____
Academic Advisor (Name) __________________________
Signature __________________________ Date __________

Approved____ Denied____
Department Chair (Name) __________________________
Signature __________________________ Date __________

Approved____ Denied____
Associate Dean of Engineering (Name) __________________________
Signature __________________________ Date __________

CONDITIONS:
1. The student must enroll in at least ____ credit hours but no more than ____ credit hours for the semester.
2. (Optional). The student’s semester schedule must include the courses listed below or this reinstatement will be revoked and subsequent enrollment in the College of Engineering will be prohibited. Grades of “W” or “I” in these courses will be not be permitted without prior approval of the Dean of Engineering. NOTE: reinstatement will not be approved unless courses are listed below.

____________________ Repeat ______ _______________ Repeat ______
____________________ Repeat ______ _______________ Repeat ______
____________________ Repeat ______ _______________ Repeat ______
____________________ Repeat ______ _______________ Repeat ______

CONTRACT
The student must achieve a Term GPA of at least 2.0 for the semester in which the student is reinstated. Otherwise, the student will not be eligible for reinstatement in a subsequent semester and must remain out of school for:
☐ One Semester  ☐ One Year  ☐ Two Years  ☐ Other (Specify) __________________________

I understand and agree to the above terms for reinstatement.

__________________________________________  __________________________
Student’s Signature  Date

--- for College of Engineering Staff use ONLY ---

SHEET: __________________________ ENTRY #: __________ Logged By: __________________ DATE: __________
Processed By: __________________ DATE: __________