

PETITION FOR REINSTATEMENT

Ohio State ATI

Academic dismissal occurs when a student's academic progress is determined to be unsatisfactory (Faculty Rule 3335-9-26). In order for a dismissed student to return to the University and continue to pursue their degree, they must be reinstated (Faculty Rule 3335-9-28). Students wishing to be reinstated must complete and submit a Petition for Reinstatement as described below. Students will be reinstated if it is determined that there is a high probability of future academic success.

The Petition for Reinstatement must present compelling evidence indicating that academic performance and other issues (behavioral, health, environmental, employment, etc.) have been improved or addressed to assure future academic success (Faculty Rule 3335-9-28). This body of evidence may include:

- Transcripts indicating academic success (prefer A's and B's) in college courses taken after dismissal (i.e. successful completion of "hurdle" courses – English, math, chemistry, physics, biology, etc.).
- Letters from healthcare/treatment provider(s) or treatment records.
- Reference letter from employer(s)

If reinstatement occurs, the student will be placed on academic probation. If conditions of probation are not met the student may again be dismissed from the University (Faculty Rule 3335-9-28).

Reinstatement Petition Process:

1. Students are required to provide detailed responses to all questions on the petition.
2. If you have attended another institution since dismissal, submit a copy of your grades with your petition. If reinstated, an official transcript will need to be submitted to the Ohio State University to grant credit for the courses taken.
3. If a letter of recommendation from an employer(s) is appropriate, include the letter with your petition.
4. Provide any other important documentation that may support your petition (e.g., copies of healthcare records, letters from treatment provider(s), etc.)

Submit the petition and all supporting documentation as a packet to the address below, no later than the following dates, based on the term you are requesting reinstatement:

Requested Term for Reinstatement	Deadline for Submitting Petition
Autumn Semester	July 1
Spring Semester	November 1
Summer Semester	April 1

Ohio State ATI
Academic Affairs
1328 Dover Rd.
Wooster, OH 44691

PETITION FOR REINSTATEMENT
Ohio State ATI

Name: _____ OSU Student ID: _____

Email: _____ Telephone (area code and number): _____

Address for reply: _____

I request reinstatement for _____ Semester, 20____.

SU/AU/SP

I was last enrolled in (college/major): _____

If reinstated, I am planning to major in: _____

Since your dismissal from Ohio State, have you been suspended or dismissed from any other college or university for any **disciplinary reason**, or is a **disciplinary** charge from any college or university currently pending against you?

Yes _____ No _____ (If yes, please explain. Additional information may be requested.)

Since your dismissal from Ohio State, have you been suspended or dismissed from any other college or university for any **academic reason**, or is an **academic** charge from any college or university currently pending against you?

Yes _____ No _____ (If yes, please explain. Additional information may be requested.)

Student Signature: _____ **Date:** _____

Petition Questions (attach clear/complete typed responses to the following):

1. What behaviors or conditions contributed to your dismissal from The Ohio State University?
2. What have you been doing, in general and academically, since your dismissal? How has this helped prepare you for a successful return to Ohio State?
3. What adjustments have you made, or will you make which you believe will eliminate conditions that contributed to your dismissal? What evidence can you provide that, if reinstated, you will be a successful student with significantly better academic performance (courses completed, tutoring, work experience, etc.)? Submit with the petition evaluation reports from instructors or tutors or enclose grade reports of courses completed.
4. What are your academic and career goals? Describe how this aligns with your proposed area of study.
5. How will you finance your education if reinstated? If you will be working, discuss the number of hours and the nature of your work.

Please Note: Students returning from Academic Dismissal are not eligible to receive Financial Aid. They may appeal to have it reinstated. Appeal forms are available at <http://sfa.osu.edu/contact-us/forms>.

6. Present any additional information that will indicate probable academic success or that will be helpful to the Committee in reaching a decision on your petition.

Office Use Only

Committee Action Taken: Approved _____ Not Approved _____ for _____ Semester, 20____

Special conditions (point-hour, work, courses, counseling, activities, etc.): _____

Committee Member: _____ Date: _____