

## MAIN CAMPUS UNDERGRADUATE

### APPEAL FOR ACADEMIC REINSTATEMENT

Main campus undergraduates who are academically disqualified (AD) may appeal for academic reinstatement after the *first* AD. They may also appeal if it has been at least one year since their *second* AD. Please submit the appeal, with the supporting documents, to the Dean of Academic & Career Success at **least three (3) weeks prior** to the start of the upcoming academic term.

STUDENT INFORMATION	
Name:	Date:
Student ID #:	Advisor:
Major:	Campus: MAIN CAMPUS
Student is requesting to be reinstated for the following semester:	
<input type="checkbox"/> Fall 20_____	<input type="checkbox"/> Spring 20_____
Term and Year of Academic Disqualification:	

<p><b>Important:</b> Do not submit the appeal if the student (you, yours) has an accounting or collections hold since an approved academic reinstatement would not supersede your financial obligations prior to registering for classes.</p>
<p><b>Please confirm the following materials are included with your appeal.</b></p>
<p><input type="checkbox"/> <b>Student's written statement:</b> brief 1-2 pages why you struggled and failed to meet normal academic standards and why you should be reinstated.</p>
<p><input type="checkbox"/> <b>Student's Self-reflection:</b> <a href="https://laverne.qualtrics.com/jfe/form/SV_cMwm1xOXmrcFfBb">https://laverne.qualtrics.com/jfe/form/SV_cMwm1xOXmrcFfBb</a></p>
<p><input type="checkbox"/> <b>Plan of Study:</b> a copy of MyDegree Tracker's Student Educational Plan or an addendum to the written statement that outlines a completion plan through graduation on a semester-by-semester format that might include summers and/or intersessions.</p>
<p><input type="checkbox"/> <b>Supportive documentation:</b> Submit copies of documents that support the extenuating circumstances affecting your academic performance. For instance, if you cite "mental health" as <i>the</i> reason for struggling in classes, provide medical documentation. *</p> <p>*Mental health claims are serious and require evidence of treatment. Some people use "mental health" to justify negative behaviors or poor decisions, which can be a form of psychological avoidance (Balaisis, 2023). If this applies to you, acknowledge it in your appeal (but don't casually call it "mental health"). Rather, take responsibility for your actions, and explain how you plan to overcome these challenges in the future. There's no shame on owning up to poor decision making, lack of motivation, depressive state (with or without treatment), a dislike of college, or whatever the reason might be that might not be related to or caused by clinically diagnosed "mental health." However, if you claim "mental health" but did not get treatment, please address why you did not or have not received treatment for this mental illness.</p>
<p><input type="checkbox"/> <b>Appointment:</b> Make an appointment to discuss your AD status with Dr. Carlos Cervantes: <a href="https://ulvadvising.as.me/ccervantes">https://ulvadvising.as.me/ccervantes</a></p>
<p><input type="checkbox"/> <b>Unofficial transcripts for in-progress coursework and/or coursework completed outside of La Verne if you are appealing after a second AD.</b>^</p> <p>^Official transcripts are required if the appeal is approved; these should be sent to the University Registrar in a sealed envelope or secure electronic delivery from the transfer college or university.</p>

To be completed by the Dean's Office	
<input type="checkbox"/> Approved for Reinstatement: Sent DocuSign Contract with specific conditions.	Date:
<input type="checkbox"/> Denied Reinstatement:	Date: