

## REQUEST FOR ACADEMIC SUSPENSION REVIEW

All materials must be submitted by the deadline indicated in the suspension letter issued by the Senior Vice Chancellor for Academic and Student Affairs. Failure to provide all requested information may result in your appeal being denied.

Name: \_\_\_\_\_ Student ID # \_\_\_\_\_

Address \_\_\_\_\_ Advisor \_\_\_\_\_

Telephone (H) \_\_\_\_\_ (C) \_\_\_\_\_ (W) \_\_\_\_\_

Email\*: [lopers@unk.edu](mailto:lopers@unk.edu) \_\_\_\_\_ Other \_\_\_\_\_

Is the student a UNK athlete? \_\_\_\_\_

\*Students will be notified by email of the appeal result and will receive a written follow-up at the address above.

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Please respond to the following as completely as possible. Please type your responses on a separate sheet if you are responding on paper rather than electronically. Your responses need to be as clear and complete as possible.

1. What are the specific factors that led to your academic difficulty? (Please remember that your suspension is based on at least two semesters of grades – the factors you discuss should encompass all semesters.)
2. Please provide information demonstrating that the factors described above are no longer an impediment to your future academic progress.
3. What plan of action do you have to ensure your academic success in the future? This may include a reconsideration of your major, a list of classes you plan to retake, a description of the academic support resources you plan to use or a change in work hours.

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The information that you provide will be shared with your Academic Advisor and/or the Chairperson of your academic department. (For International Students, the International Student Advisor will also be contacted) They will be asked to make a recommendation regarding your reinstatement. You may also include statements from other faculty or staff members on campus supporting your reinstatement if you wish. If you have received academic or personal assistance from UNK offices you may want to include a recommendation from those offices.

If you are arguing that medical factors or family situations contributed to your poor academic performance you should provide documentation from a medical professional, funeral home or other source to provide evidence of the problem.

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I certify that the information I am providing on this form and in any attachments is true and correct. I understand that if I am reinstated that there will be conditions placed on my continued enrollment at UNK and I agree to abide by those conditions. In addition, I understand that if I am reinstated I will not be in good academic standing, but am being given one additional semester of academic probation in which to bring my GPA into compliance with University standards.

\_\_\_\_\_ Initial this line to indicate student signature. Date \_\_\_\_\_