

1. What is academic disqualification?

Academic disqualification occurs when a student fails to meet the standards for academic performance and progress. Once disqualified, students may not continue to attend CSUSM and a 'hold' is placed on their registration. Disqualified students must take a mandatory 'one out' semester to develop a comprehensive success plan that demonstrates evidence of academic success that would lead to reinstatement and eventually graduation. Please refer to your General Catalog for a complete explanation of the guidelines used to monitor academic performance and to determine disqualification.

2. What are my options if I am academically disqualified?

- a) You may choose to conclude your academic career at CSUSM.
- b) You may decide to petition for reinstatement after completing a mandatory 'one semester out'. If you feel that there are compelling reasons for your poor academic performance and the problems have been rectified, you are encouraged to petition for reinstatement. You are free to attend a community college during this time, and in some cases, a strong academic performance while attending a community college may help your case for reinstatement.

3. What if I have been disqualified, and have not attended CSUSM for two or more semesters?

If you have been disqualified and you will not have attended CSUSM for two or more semesters prior to your reinstatement, then you must reapply for admission to the University and petition for reinstatement. Please be aware of all relevant deadlines for both processes. You may resume your academic career at CSUSM only if both clearances are granted.

4. What steps do I take if I am eligible to petition for reinstatement?

Petitions and supporting documentation must be submitted, **ONLY** to the college that you wish to enter upon reinstatement, no later than the submission deadlines listed below.

(University Colleges/Academic Programs : www.csusm.edu/academics/colleges.html)

Submission Locations:

College of Arts & Science: Craven Hall 6211 or Craven Hall 1300

College of Business Administration: Markstein Hall, Suite 126

School of Nursing: PPH Building, Suite 201

Submission Deadlines:

Fall reinstatement: June 30 at 5:00 p.m.*:

Spring reinstatement: October 30 at 5:00 p.m.*

It is your responsibility to ensure all pertinent information is received by the deadline.

- Postmarks are not sufficient. Deadlines are strictly enforced; late petitions will be automatically forwarded to the following processing cycle.
- Please make sure that your current mailing address, email and telephone number(s) are included in your petition information.
- Please make sure that your reinstatement petition clearly states which College you want to enter or which major you want to pursue at the University if reinstated.

- The College Reinstatement Committee will review and decide on petitions prior to the start of the semester. You will be notified of the outcome prior to first day of classes of the semester.

5. What factors does the committee consider in making a decision?

The committee is interested in learning the reasons for your poor academic performance and the steps you have taken to resolve them. It is extremely important that you provide supporting documentation of the relevant surrounding circumstances that led to your disqualification (i.e. medically-related problems with specific medical documentation; situations involving employments are often supported with a letter from the employer, etc). Unofficial transcripts of most current academic work, or work in-progress, post-CSUSM should also be submitted.

6. If my petition is denied, what options do I have?

You may petition for reinstatement again the following semester.

7. How does academic disqualification affect my financial aid eligibility?

You must submit a separate appeal to the Financial Aid and Scholarship Office. However, you must first be reinstated academically before any financial aid appeal will be considered. For further information, please contact the Financial Aid and Scholarship Office directly.