



Graduate Student Reinstatement Petition

When a graduate student is disqualified, either academically or administratively, s/he may petition for reinstatement. Reinstatement must be based upon evidence that the causes of previous low achievement have been removed. Reinstatement will be approved only if the student is able to provide compelling evidence of her/his ability to complete the degree. If the candidate is disqualified a second time, reinstatement will normally not be considered.

Master students should submit a petition requesting reinstatement to the Dean of Graduate Studies. The petition, along with a recommendation from the student's graduate coordinator, and will be forwarded to the reinstatement subcommittee of the Graduate Studies Committee (GSC). The subcommittee will make recommendations to the Dean of Graduate Studies, who has final authority to approve reinstatement. The size of the reinstatement subcommittee may vary, depending on the volume of applications, but shall have one member representing each college at a minimum. The subcommittee must evaluate the probable impact of any medical condition on previous unsatisfactory performance. If the student is approved for reinstatement, the Dean of Graduate Studies will send a letter granting reinstatement that specifies the conditions and time frame for achieving good standing. Students must achieve good standing to advance to candidacy and to be eligible to graduate.

Reinstatement for credential students is a separate process in the College of Education.

Date:	Student ID #:
Student Name:	Student Email:
Program Name:	Graduate Coordinator Name:

Process:

1. The student fills out this form and attaches a letter (along with any supporting documentation) requesting reinstatement.
2. The student submits these materials to the Graduate Coordinator in their program.
3. The Graduate Coordinator adds a recommendation, and forwards the petition package to the Dean of Graduate Studies (CRA 5102).
4. The Graduate Dean obtains the recommendation of the GSC reinstatement subcommittee, and sends a letter communicating her/his final decision to the student.