

# Instructions: **Appeal for Reinstatement**

1. This appeal form is only for students who have been Academically Dismissed after the current semester. Students who have been out for more then one semester only need to submit a re-entry form through the UWW Admissions Office.
2. Complete all sections of this appeal form. The Admissions and Academic Standards Committee will not consider incomplete appeal forms. This includes missing/wrong student ID numbers, missing signature/initials at the bottom of the form, or incomplete answers. Please check spelling and grammar before submitting.
3. **All forms are required to be emailed as a Word or PDF attachment to the Academic Standards email (acadstand@uww.edu). SharePoint documents are not accepted, the Word or PDF document must be attached to the email sent to acadstand@uww.edu.** Students who are requesting accommodations should contact the Academic Standards Office.
4. **Appeals MUST be received by the stated deadline. Late appeals are NOT accepted.** (There are three appeal cycles a year: January, June, and August). Specific days and times are on the Academic Standards website.
5. You may submit additional documentation to provide further explanation, letters of recommendation, copies of medical records, etc in support of your appeal. Please submit with your appeal electronically.
6. Decisions will be communicated by email to the students UWW email account.

## **Student Information :**

Date:

Full Name:

ID #

Cell Phone:

UW- Whitewater Email:

## **Academic Information:**

College of Major:

Arts &amp; Communications:

Business &amp; Economics:

Education & Professional  
Studies:

Integrated Studies:

Letters and Sciences:

Major:

Minor:

Advisor:

Additional Advisor:

Number of Completed Credits:

Cumulative GPA:

Term GPA:

\*Credits, Term, and Cumulative GPA can be found on your unofficial transcript on WINS.

**Explanation:**

**1. Please describe the circumstances that led to your academic difficulties. How did the circumstances affect your ability to be successful in your courses?**

**2. What campus resources did you utilize? What did you do this semester to improve upon previous semesters?**

3. If reinstated, what specific steps will you take to ensure academic success in the future full term? What are specific goals you have? Additionally, is there anything else you would like the committee to know?

**Acknowledgment:** Please put your initials on the following:

*I understand that if this appeal is approved, I will be reinstated on Academic Probation and must earn a UWW Term or UWW cumulative GPA of a 2.00 or higher in the subsequent semester.*

*I understand if this appeal is denied, I will not be eligible to enroll in classes in the subsequent full semester.*

*I understand that if I am re-admitted in the following semester I will be required to participate in the Academic Probation Program on Canvas through the Academic Standards Office.*

**Reminder:** You may submit additional documentation to provide further explanation, letters of recommendation, copies of medical records, etc. in support of your appeal. These forms must be submitted electronically as an attachment with your appeal form.

**Academic Standards Office**  
**Roseman 2054**  
**Whitewater, WI 53190**  
**Phone: (262) 472-3333**  
**acadstand@uww.edu**