

Online Petition for Scholastic Reinstatement After Academic Dismissal - FACULTY USE ONLY

Please email completed form to gradsvcs@lsu.edu

Scholastic reinstatement is a process that allows graduate students who have been academically dismissed from LSU to become eligible for readmission and reenrollment. In order to be considered for reinstatement, a student must meet various eligibility criteria.

Scholastic reinstatement is not, however, the same as readmission, and reinstatement does not guarantee readmission. For readmission once reinstatement has been approved, students should follow the **application instructions** found on our website. There can be situations where a student seeks reinstatement without also seeking readmission (such as when they are applying to programs at other institutions).

In order to be reinstated, a major professor (or delegate), department chair (or delegate), college dean (or delegate), and the Dean of the Graduate School must all approve the petition. If a student is unable to attain departmental and/or college-level approval for reinstatement, they may petition for reinstatement and admission to a new program or for admission as a non-degree student.

Students need to draft a personal statement, which is a one to two-page document briefly describing the grounds for being dropped, why they seek reinstatement, and what steps they have taken (or will take) to ensure they will be successful if reinstated. Students should also include brief documentation of pertinent information, such as medical or legal issues. In consultation with the major professor, they should also draft an academic progress plan, which should include anticipated coursework, anticipated grades, and a clear timeline for when their GPA is expected to reach 3.0.

The major professor will then write a short statement of support for reinstatement, affirm the feasibility of the academic progress plan, and fill out the required form. Once all documents and documentation have been collated, the major professor will submit the package to the departmental chair (or delegate). If department-level approval is obtained, the chair will send the package to the appropriate college dean. The college dean (or delegate) will return the packet with a signature or brief email comment if warranted. The chair will then forward the packet to the college's Program Officer, who will in turn present the packet to the Graduate School Dean for a final decision.

Students will be notified of the decision via email by the college's Program Officer. That decision is final.



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☐ Reinstatement

☐ Hold funding or tuition waiver while on probation

Student Information:

Name:

LSU Student ID:

Department/School:

LSU Email:

Degree Program:

Graduate GPA:

GRE or GMAT:

Undergraduate GPA:

TOEFL/IELTS:

_____ Was the student originally admitted on probation?

_____ Has the student been previously dropped?

If so, indicate each semester/module. _____

_____ Has the student previously held funding or a tuition waiver while on probation?

If so, indicate each semester/module. _____

Requirements

☐ Petition written by major professor or Graduate Advisor.

☐ Personal statement written by the student that includes all required information (limit 2 pages).

☐ Supporting medical and legal documentation (if applicable).

☐ Academic progress plan approved by major professor or Graduate Advisor.

Committee Approvals:

In lieu of physical signatures, emailed statements of approval can be attached. "See email" should be written in the signature field.

Major Professor:

Signature:

Department Chair:

Signature:

College Dean:

Signature:

Dean of the Graduate School:

Signature: