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Petition to Student Academic Suspension Appeal Committee

Name _____ Student ID No. _____

Mailing Address _____ Phone (____) _____

City _____ State _____ Zip _____
 Advisor _____
 Degree _____
 Major _____

Early Readmission for:

_____ Main Campus: (check one) Fall _____ Spring _____ Summer _____ Year _____

_____ AP Center @ Ft. Campbell: (check one) Fall I ___ Fall II ___ Spring I ___ Spring II ___
 Summer III _____ Year _____

List all courses in which you intend to enroll if readmitted:

DEPT	COURSE NO	CREDIT HRS	DEPT	COURSE NO	CREDIT HRS

Total number of hours requested _____

Have you attended any institution since being suspended? No _____ Yes _____ If yes, where? _____

Credit earned at other institutions while a student is on academic suspension from Austin Peay or any other institution may not be applied toward a degree from APSU or used for improving the grade-point average.

State your reasons to be reviewed for early readmission (be specific). Attach statement.

Do you want to appear before the Committee? Yes _____ No _____

If yes, schedule appointment with Office of the Registrar for Main Campus and Ft. Campbell suspensions. It is suggested that you meet with your advisor, department chair or other University personnel acquainted with your academic ability and who may respond to support your petition.

 Student Signature

 Date

Action of the Student Academic Suspension Appeal Committee:

Approval _____ Denied _____ Comments: _____

If restrictions are mandated, list the approved course(s) below and total number of hours allowed:

Name of Course(s) _____, _____, _____

Total number of hours _____

 Date of Action

 Signature of Chairperson, Student Academic Suspension Appeal Committee

INSTRUCTIONS FOR COMPLETING THE PETITION

Suspended students who desire to appeal their period of suspension will need to complete this form and return it to the Office of the Registrar. For decisions by the Student Academic Suspension Appeal Committee to be made prior to registration, the form must be submitted as follows:

Main Campus

Fall Semester – by August 19 no later than 1:00 p.m.

Spring Semester – by January

Summer Term – by May 25 no later than 4:00 p.m. **(petitions will not be accepted after this date and time)**

AP Center @ Ft. Campbell

Fall I – by August 9

Fall II – by October 18 no later than 1:00 p.m.

Spring I – by January 3 no later than 2:00 p.m.

Spring II – by March 7 no later than 4:00 p.m.

Summer III – by May 22 no later than 2:00 p.m. **(petitions will not be accepted after this date and time)**

****Late petitions will not be accepted after the Committee has met****

Student attendance at the Committee meeting is not required and must be requested in advance when the form is submitted. Only one appeal per suspension will be reviewed. Decisions of the committee will be reviewed by the Provost and Vice-President of Academic and Student Affairs only if incorrect procedures were employed. **An appeal for removal of suspension must clearly stipulate in detail the facts of extraordinary circumstance and include supportive documentation that warrant a review of the suspension.**

“The academic suspension appeal committee will review paperwork for each appeal and render a decision. The decision of the committee is final.”

--revised 2/9/12