

Request for Release of Academic Suspension

In order to have a suspension reinstated and to be readmitted you must use the guidelines below to complete a typed letter requesting to have your academic suspension lifted. Your letter should be directed to a Student Success Coordinator, be grammatically correct and spell checked prior to submission. Include your name, your campus ID and the date at the top of the typed request.

Part I: Reflection

Reflect on your prior academic performance and discuss what your academic difficulties are and why you believe you are struggling.

Part II: Strengths

Identify what academic areas interest you and in which academic areas you are most confident (these areas may not necessarily match).

Part III: Weaknesses

Identify what academic areas are difficult for you and using your prior academic performance discuss why you struggled in these areas.

Part IV: Goals

Discuss your short term and long-term goals. Why are you attending college? How do you plan to utilize your degree?

Part V: Academic Plan

Discuss how you plan to meet the expectations of the College of Business and Angelo State University. This plan should include discussion of your personal priorities and how you plan to use the appropriate academic resources (meetings with your Student Success Coordinator, professors, and regularly utilizing student support services such as tutoring).

Once you have completed the letter, make an appointment with a Student Success Coordinator by calling (325) 486-6581 or come by the Center for Student Success in the Rassman Building in room 102.