



Academic Dismissal Appeal Form

Students: Complete Sections **A, B & F**, attach supporting documents, complete and **SIGN** Section **G**, and submit form to the academic office.

SECTION A

DSI STUDENT NUMBER (P Number Optional)	STUDENT NAME (Please Print Last Name, First)	DATE SUBMITTED
PROGRAM OF STUDY	DESIRED SEMESTER OF ATTENDANCE	LAST DATE OF ATTENDANCE (if relevant)

SECTION B

Identification of Mitigating Circumstances: (Check all that apply)

<input type="checkbox"/> Personal Illness or Accident	<input type="checkbox"/> Military Duty
<input type="checkbox"/> Illness or Accident of immediate family or family member	<input type="checkbox"/> Loss of Housing of immediate family or family member
<input type="checkbox"/> Loss of Employment of self, immediate family or family member	<input type="checkbox"/> Birth of immediate family or family member
<input type="checkbox"/> Required out-of-town travel or overtime work	<input type="checkbox"/> Death of immediate family or family member
<input type="checkbox"/> Required to relocate	<input type="checkbox"/> Marriage or Divorce of self, immediate family or family member
<input type="checkbox"/> Incarceration	<input type="checkbox"/> Loss of childcare of immediate family or family member
<input type="checkbox"/> Other, as explained in Section F	

NOTE: Supporting documentation (e.g., letters from employers, doctor's notes or certification, receipts, court summons, military orders, etc.) must be attached to the appeal form to substantiate that one of the above mitigating circumstances led to your dismissal.

SECTION C

Reason for Dismissal: (Check all that apply) (See attached policy for exact statement of conditions)

- While on Probation/Reinstatement, did not meet minimum GPA requirements: TGPA/CGPA (undergraduate) must be at least 2.00; TGPA/CGPA (graduate) must be at least 2.50 after 2nd semester and at least 3.00 after 3rd semester or beyond.
- While on Probation/Reinstatement, withdrew from all courses during the semester.
- While on Probation/Reinstatement, attempted a skills course and did not pass it.
- While on 2nd / Final Probation, did not meet required conditions.
- Attempted the same skills course twice and did not pass it.
- Did not meet rate of progress or maximum coursework standards.
- Dismissed for any reason and wish to transfer to another program

SECTION D

Dean's Decision and Comments:

- For Approved Appeal, must meet all conditions stated in Requirements While on Academic Reinstatement policy (attached). Conditions have been discussed with the student.
- For Denied Appeal, must earn a C (undergraduate) / B (graduate) or better in each of _____ courses (to be approved in advance by the Dean) at another DeVry-recognized college/graduate school before returning. Documentation must be presented with a new appeal form in order to return.

State Rationale for Approving/Denying Appeal; Document Changes Made to the Student's Academic Plan or any other Comments/Requirements:

Approved **Denied**

Dean's Signature

Date

Student's Signature (if student is present)

Date

SECTION E: Use if the Dean's decision is appealed or the Dean of Academic Affairs' decision is required.

Dean of Academic Affairs' Comments: _____

Approved **Denied**

Dean of Academic Affairs' Signature

Date

Student's Signature (if student is present)

Date

Requirements While on Academic Reinstatement

At the end of a student's reinstatement semester, the student a) is dismissed, b) remains on reinstatement for one additional semester or c) returns to good standing. General requirements follow. However, a student who is not in good standing should review all requirements carefully with the Academic Department.

a) The student is dismissed if *any* of the following occurred:

- The student withdrew from all courses during the semester.
- The student enrolled in non-GPA (prerequisite skills) courses but did not pass them all.
- The student completed GPA courses, but the TGPA (undergraduate) was below 2.00; the TGPA (graduate) was below 2.50 (in the 2nd semester) or 3.00 (in the 3rd semester or beyond).
- The student did not meet maximum coursework or rate of progress standards.

b) The student remains on reinstatement for one additional semester if maximum coursework and rate of progress standards were met, and the CGPA (undergraduate) was below 2.00; the CGPA (graduate) was below 2.50 (in the 2nd semester) or 3.00 (in the 3rd semester or beyond), and *any* of the following occurred:

- The student enrolled only in GPA courses, and the TGPA (undergraduate) was at least 2.00; the TGPA (graduate) was at least 2.50 (in the 2nd semester) or 3.00 (in the 3rd semester or beyond).
- The student enrolled only in non-GPA (prerequisite skills) courses and passed them all.
- The student enrolled in both GPA and non-GPA (prerequisite skills) courses, passed all non-GPA (prerequisite skills) courses, and the TGPA (undergraduate) for any completed GPA courses was at least 2.00; the TGPA (graduate) for any completed GPA courses was at least 2.50 (in the 2nd semester) or 3.00 (in the 3rd semester or beyond).

At the end of the second reinstatement semester, the student is dismissed if *any* of the following occurred:

- The student withdrew from all courses during the semester.
- The student enrolled in non-GPA (prerequisite skills) courses but did not pass them all.
- The CGPA (undergraduate) was below 2.00; the CGPA (graduate) was below 2.50 (in the 2nd semester) or 3.00 (in the 3rd semester or beyond).
- The student did not meet maximum coursework or rate of progress standards.

Otherwise, the student returns to good standing.

c) The student returns to good standing if *all* the following occurred:

- The student completed the semester.
- The student passed all non-GPA (prerequisite skills) courses attempted during the semester.
- The student's CGPA and TGPA (undergraduate) were at least 2.00; the CGPA and TGPA (graduate) were at least 2.50 (in the 2nd semester) or 3.00 (in the 3rd semester or beyond).
- The student met maximum coursework and rate of progress standards.