

# ACADEMIC DISMISSAL APPEAL APPLICATION

## OVERVIEW

Academic Dismissal is the end result of a pattern of poor academic performance, even after being warned of the necessity of improved performance. In submitting this appeal application, you are requesting an exception to the University's [dismissal policy](#). Therefore, this appeal must be accompanied by a personal statement explaining your academic performance in the past and your plan for future success, as well as why you find it critical to be reinstated immediately rather than wait the required dismissal period to apply for readmission.

## APPEAL CRITERIA

Circumstances that may warrant an exception to the dismissal policy are listed below. Check any that apply to you.

- A. A change of grade that will bring your semester or cumulative grade point average to 2.0 or higher. A change of the final course grade may occur only in cases of arithmetical or clerical error, removal of a grade of Incomplete, or as the result of a successful grade appeal.
- B. Personal or family emergency.
- C. Unanticipated, serious medical difficulty.
- D. Serious psychological difficulty.
- E. Issues pertaining to a recently diagnosed disability or other disability-related extenuating circumstances.

**1. Personal Statement:** Submit a typed personal statement (no longer than 3 pages double spaced) addressing at least the following three questions:

- What extraordinary circumstances (including previous semesters) contributed to your poor academic performance?
- Given your recent struggles, what changes will enable you to succeed upon your return?
- Why do you find it critical to be reinstated to UT right now and request an exception to policy rather than wait the required dismissal period to apply for readmission?

Also include the names of those who will be providing supporting documentation (below) for your appeal.

**2. Required Documentation** (if reasons B, C, D, or E, are checked): Supporting documentation on letterhead from professional(s) (UT faculty/staff or outside the University) who have assisted you in your attempt to overcome challenging circumstances, submitted directly to Student Success Center. Required documentation might also include official reports (police reports, death notices, etc.).

---

Name \_\_\_\_\_ Student ID: 000-\_\_\_\_\_-\_\_\_\_\_  
(Last) (First) (MI)

Phone (\_\_\_\_) \_\_\_\_ - \_\_\_\_ Major \_\_\_\_\_ UT email address: \_\_\_\_\_@utk.edu

By signing and dating below:

- I acknowledge that all information I have provided is true and correct
- I grant permission for the Appeals Committee to request and review any documents or information on file by sources I have revealed in my appeal or by sources that submit a statement of support
- I understand that furnishing false information to the University with the intent to deceive can result in expulsion from the University or any lesser penalty (see standards of conduct, student's rights and responsibilities as explained in [Hilltopics](#)).

This application is not considered complete until the student statement and all required documentation is received.

---

Signature \_\_\_\_\_

Date \_\_\_\_\_

| Semester Dismissed:    | Check One                | Applying to be reinstated for: | Application Deadline:   |
|------------------------|--------------------------|--------------------------------|-------------------------|
| Spring 2012 (May 2012) | <input type="checkbox"/> | Summer 2012                    | May 18, 2012 5:00 p.m.  |
| Spring 2012 (May 2012) | <input type="checkbox"/> | Fall 2012                      | June 29, 2012 5:00 p.m. |

**Submit all materials by the deadline to: Student Success Center, 821 Volunteer Blvd, Knoxville, TN 37996**  
Fax (865) 974-8285 Phone (865) 974-6641; Email: [drenalds@utk.edu](mailto:drenalds@utk.edu)

