Academic Dismissal Appeal Application

Overview

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

Appeal Criteria: (Check one or more)

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

— A. Personal or family emergency
— B. Unanticipated, serious medical difficulty (documentation required)
— C. Serious psychological difficulty (documentation required)
— D. Issues pertaining to a recently diagnosed disability or other disability-related extenuating circumstances (documentation required)

1. **Personal Statement**: Submit a typed personal statement (no longer than three pages double spaced) addressing each of the following questions. Please organize your statement according to your responses to these 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, please include the names of those who will be providing supporting documentation (below) for your appeal.

2. **Required Documentation**: Supporting documentation is required when submitting a Dismissal Appeal. It is your responsibility to include in your appeal supporting documentation substantiating circumstances mentioned in your appeal statement and verifying your attempts to meet the challenges you have faced. For situations involving physical health, mental health, or a disability, provide documentation on official letterhead from professionals who have assisted you. This mandatory documentation must be submitted directly to the Student Success Center (not merely a release to our office). Documentation might also include official reports (police reports, obituaries, email strands, etc.) or letters of support/clarification from UT faculty or staff.

Name: _____
(Last) *(First)* *(MI)*

Student ID: 000-_____-_____ Phone: (_____) _____ - _____ Desired Major: _____

Your UT email address: _____@vols.utk.edu Alternate email address: _____

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 share my personal statement with the course instructor(s), and to request and review any documents 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 Committee receives your application, personal statement, and required supporting documentation.

Signature *Date*

Semester Dismissed:	Appealing reinstatement for:	Application Deadline:
Summer 2017	Fall 2017	Noon on Monday, August 21, 2017

Submit all materials by the deadline to:
Student Success Center, 324 Greve Hall
821 Volunteer Blvd, Knoxville TN 37996-4226
Phone (865) 974-6641 Fax (865) 974-8285
Or email the entire appeal (including the application) to drenalds@utk.edu

THE UNIVERSITY OF TENNESSEE KNOXVILLE
STUDENT SUCCESS CENTER