Petition for Dismissal Review
(Request for Academic Reinstatement - Dismissal Status)

Students who have been dismissed from UVU and wish to be reinstated must petition for a “Dismissal Review” from the Academic Standards Committee.

The Petition (type-written one page or more) should include the following: Please review Suspension information workshop found at http://www.uvu.edu/academicstandards/ to guide you thru this process.

- An explanation of what happened each semester to cause your academic difficulties.
- An explanation of what actions you have taken to remedy the situation.
- An in-depth academic plan for the future.
- Name, address, telephone #, and UV ID.

Your petition should also include, if applicable:

- Any Academic Difficulties: examples may include reading comprehension, note taking, study skills, writing, testing, organizational and computer skills.
- All official transcripts of your grade point average history at other schools unless already posted on your UVU record.
- Your biggest stress in school and what can be done to manage this stress: examples may include health, emotional issues, social, financial or work-related issues, etc.
- Letters of verification from expert professional(s) (on official letter-head) with whom you have been meeting regarding any medical, psychological, or work-related issues that have affected your academic progress.

  Note: If any of these issues are mentioned in your petition for review, and letters of verification are not provided, the Committee will not be able to review the merits of those issues.

Submission Information:

- Semester deadlines for submission are as follows:
  o Summer- March 1
  o Fall- April 1
  o Spring- October 1

- You are encouraged to submit your petition earlier than the deadline. Petitions are reviewed monthly as they are received. The process takes approximately four to six (4-6) weeks to receive an official response.

  Note: Submission deadlines are strictly enforced. Petitions received after deadlines will be reviewed for the following semester.

- Submit your petition to the Career and Academic Counseling Center (CACC) – LC 402 for review by the Academic Standards Committee between 8 am to 5 pm Monday thru Friday notwithstanding official school holidays.
Request for Reinstatement to Utah Valley University: Dismissal

I, __________________________, petition the UVU Academic Standards Committee to review my academic dismissal and consider me for reinstatement in _______ semester.

My reasons in support of my request are: _____________________________________________________
_________________________________________________________________________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
The following extenuating circumstances should be considered: _____________________________
_______________________________________________________________________________________
_______________________________________________________________________________________
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_______________________________________________________________________________________
_______________________________________________________________________________________

Attached is my type-written letter which provides:

- **History:** An explanation of what happened **each** semester to cause my academic difficulties;
- **Preparation:** An explanation of what actions I have taken to remedy the situation;
- **Plan:** An in-depth academic plan for my future.

All additional information and reasons in support, letters of verification, and official transfer transcripts are attached.  *We will mail your official response to your UVLINK address.*

Dated this _____ day of __________, 20 __.

Signature: __________________________________________________________________________

Address__________________________

Printed Name: ___________________________ City ___________ State____ Zip Code________

Please include the following in case we have questions:

Phone # (s) ___________________________ Email ____________________________