

Petition For Readmission And Reinstatement After Disqualification Petition For Admission On Probation

This petition should be completed by the student in conjunction with the Graduate Advisor, who must sign on page 2.

Last Name	First	Middle	RedID
Email		Telephone	
Street address (local mailing)	City	State	Zip Code
Previous graduate program (and concentration/specialization)		Intended program (and concentration/specialization)	
First semester in previous grad. program	Final semester before disqualification	Additional semesters with coursework after disqualification (e.g., Global Campus)	Semester you wish to be readmitted

Content of the Petition

- 1) Complete this form, including the Academic Plan on page 2, signed by the Graduate Advisor of your intended program.
- 2) Submit a typed explanation that includes the following information:
 - Explanation of the extenuating circumstances that led to poor academic performance. These circumstances must have been serious, compelling and beyond your control. It must be clear that the underlying issues are now resolved and will not impede future academic performance.
 - Separate document(s) from a third party that verify your description of the circumstances.
 - Your intent to increase your cumulative GPA so that academic probation is removed, preferably in one semester.
 - Your intent to meet all grade requirements, and graduate in a reasonable time frame.
- 3) A letter of recommendation from the program's Graduate Advisor, emailed directly to the Assistant Dean of Graduate Studies (Grad.AsstDean@sdsu.edu).

Submission and Review

Submit petition, statement, and supporting documentation to **Graduate Admissions**.

STUDENT: Acknowledgement of Academic Probation Extension

- I understand that if I am reinstated, I will be on academic probation.
- I understand that I must earn a term GPA of 3.00 or higher in my first semester, or be disqualified.
- I understand that I must raise my post-baccalaureate cumulative GPA to 3.00 or higher by the end of the second semester, or be disqualified.

Student signature

Date

Submission and Review

Submit petition, statement, and supporting documentation to Graduate Admissions.

Appeals

Students may appeal denied petitions directly to the Assistant Dean of Graduate Studies (Grad.AsstDean@sdsu.edu). This appeal must be supported by a letter of recommendation from the Graduate Advisor, emailed directly to Grad.AsstDean@sdsu.edu.

GRADUATE STUDIES

- Approved Denied

Dean of Graduate Studies or Designee

Date

Minimum Grade Requirements For Graduate Students

Master's students may graduate only if all of the following grade requirements are met:

- A. Grade Point Average (GPA) of 3.00 or greater for courses in the Program of Study, excluding transfer courses (= "SDSU POS GPA").
- B. GPA of 3.00 or greater for courses in the POS, including transfer courses (= "Total POS GPA").
- C. GPA of 3.00 or greater for all SDSU courses on the graduate record (= "Post-baccalaureate Cumulative GPA"). This does not include transfer courses from other institutions.
- D. A minimum grade of C for every course in the filed POS. However, some degree programs may require a higher grade than C for one or more courses (see the Graduate Bulletin).
- E. In addition to these university-wide requirements, some Master's programs also have a minimum GPA requirement for specific core courses taken by all students in the program (see the Graduate Bulletin).

Master's students are subject to academic disqualification when the Post-Baccalaureate Cumulative GPA falls below 3.00.

Minimum Grade Requirements For Advanced Certificate Students

Certificates may be issued only if all of the following grade requirements are met:

- A. GPA of 3.00 or greater for all courses used to meet certificate requirements (= "Certificate GPA").
- B. GPA of 3.00 or greater for all SDSU courses on the graduate record (= "Post-baccalaureate Cumulative GPA").
- C. A minimum grade of C for every course used to meet certificate requirements. However, some certificate programs may require a higher grade than C for one or more courses (see the Graduate Bulletin).

Certificate students are subject to academic disqualification when the Post-Baccalaureate Cumulative GPA falls below 3.00. Students pursuing a certificate who are co-enrolled in a Master's or doctoral program must also meet the additional grade requirements listed above.

Minimum Grade Requirements For Credential Students

Credential students are subject to academic disqualification when the Post-Baccalaureate Cumulative GPA falls below 3.00. Students pursuing a credential who are co-enrolled in a Master's, doctoral and/or certificate program must also meet the additional grade requirements listed above.

Readmission And Reinstatement After Disqualification (Same Graduate Program)

Graduate students who have been academically disqualified may not attend SDSU (including SDSU Global Campus) for a minimum of one full semester. After that time, students may file an application for readmission. If the graduate program recommends readmission, this Petition must be submitted as soon as possible. Readmission to the university is NOT automatic, and each applicant's petition will be considered on an individual basis. Review generally requires at least 10 business days.

Readmission And Reinstatement After Disqualification (New Graduate Program)

All requirements for reinstatement into the same graduate program also apply to reinstatement into a new graduate program. According to university policy, the entire SDSU graduate record (including previous programs) is used in the Post-baccalaureate Cumulative GPA calculation. There is no "amnesty" policy when entering a new program. Therefore, it may be impossible for students who are disqualified with particularly low grades to construct a reasonable plan to meet all graduation grade requirements at SDSU, even if they are readmitted to a different program.