



**Academic Affairs**  
University of Wisconsin-Stevens Point

## ACADEMIC SUSPENSION APPEAL FORM

Academic suspensions are imposed as an indication to a student that they must consider how to make fundamental adjustments in their attitude, work habits, or chosen pathway before continuing their studies.

Students are expected to serve their terms of suspension. Appeals are limited to those based on unforeseen circumstances that occurred during the Probationary period that prevented the student from earning a semester grade point average of 2.0 or higher. Unforeseen circumstances include but are not limited to serious injury or illness of the student or a family member, death of a family member, or similarly disrupting experiences.

To appeal a suspension based on Fall 2021 grades to attend Spring 2022, a student may submit an appeal packet 1) this form with all sections completed, including initialed and signed statements; and 2) documentation of the unforeseen circumstances.

An appeal packet may be submitted in one of the following ways:

<i>U.S. Mail</i>	<i>Email</i>	<i>Fax</i>
Office of the Registrar, 1108 Fremont Street Stevens Point, WI 54481	registrar@uwsp.edu	715-346-2558

**All appeal packets received by 12:00 Noon, January 12<sup>th</sup>, 2022 by the Registrar's Office will be reviewed.** Packets that are incomplete or late will not be reviewed.

Academic appeals will be reviewed by the Academic Appeals Committee. The committee will consider information submitted in the appeal packet as well as the student's academic record. The committee may independently seek information from campus personnel, such as faculty, advisors, student success staff, and the Dean of Students. Decisions will be communicated by email to the student's UWSP email account.

**Questions about the appeal process should be directed to the Office of the Registrar at registrar@uwsp.edu.**

SECTION I: STUDENT INFORMATION

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
UWSP ID Number

\_\_\_\_\_  
UWSP Email

\_\_\_\_\_  
Cell Phone

\_\_\_\_\_  
Advisor

\_\_\_\_\_  
Street Address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
ZIP

SECTION II: EXPLANATION

1. Please describe the unforeseen circumstances that led to your academic difficulties in Fall 2021. When did the circumstances occur? How long did the circumstances last? How did the circumstances affect your ability to be successful in your courses?

2. Please describe the efforts you made to achieve success in Fall 2021, such as accessing success and support services (tutoring, faculty office hours, advising, counseling, and like offices). If you did not utilize any services, please explain why you chose not to do so.

3. Please explain how the circumstances that led to your academic difficulty in Fall 2021 have been resolved to allow you to perform at a satisfactory level in Spring 2022.

4. If reinstated, what specific steps would you take to ensure success in your Spring 2022 courses?

A large, empty rectangular box with a thin black border, intended for the student to write their response to the question above. The box occupies most of the page's vertical space below the question.

SECTION III: DOCUMENTATION

1. Please describe the documentation you are submitting as evidence of the unforeseen circumstances that contributed to your academic difficulties in Fall 2021, such as medical records, an obituary, police/fire reports, etc. Explain how each document relates or supports your suspension appeal.

SECTION IV: ACKNOWLEDGEMENTS

1. Please initial the following:

\_\_\_\_\_ I understand that if this appeal is approved, I will be reinstated on probation and must earn a semester GPA of 2.00 or higher in Spring 2022.

\_\_\_\_\_ I understand that if this appeal is denied, I must serve my term of suspension and will not be eligible to re-enroll until Fall 2022.

2. Please attest to the following by signature and date:

By signing this form, I certify that all information and documentation is authentic, accurate, truthful, and complete.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date