



OHIO
UNIVERSITY

Russ College of Engineering and Technology
Student Services
121 Stocker Center
740-593-1483: Telephone
740-593-4960: Fax

Petition for Reinstatement

Complete if you have been away from Ohio University for one or more semesters

1. Petitions for reinstatement must be submitted 4 weeks prior to the start of the semester.
2. Submitting a petition is not a guarantee of reinstatement to Ohio University.
3. The Petition for Reinstatement should be legible, reflect an honest assessment, and be completed very carefully with considerable thought to your answers.

Email your Petition for Reinstatement to: Russ College Student Services; russ-undergrads@ohio.edu

Have you attended another college during the dismissal period? No___ Yes___ (You must supply an official transcript from each school attended before your petition will be reviewed)

List colleges attended: _____

Name _____ Date _____

PID Number _____ Age _____ Number of Hours Earned _____

Probation: University _____ College _____ Repeat Course _____ Number of Hours Attempted _____

Deficiency Points _____ *(number of hours attempted minus hours earned)*

Major at Time of Dismissal: AVN___ CHE___ CE___ CS___ EE___ EECE___ ISE___ ETM___
ME___

E-Mail Address _____

Current Address _____

Phone including the area code _____

Ohio Campus Last Attended (Select from Drop-Down)

Ohio Campus You Wish to Attend _____ Intended Major _____

Last Term and Year Attended Fall___ Winter___ Spring___ Summer___ Year _____

Reinstatement is requested for: Fall___ Spring___ Summer___ Year _____

Dean's Office Use Only

Approved _____ Denied _____ Reason: _____

Approved By: _____ Date: _____

In a separate document, please respond to the following items. Address as many items as you can.

1. Describe the factors most responsible for your unsatisfactory academic performance? How did those factors affect your grades each term?
2. What has changed in terms of circumstances or behaviors that will assure that the factors listed above will no longer be barriers to your academic success? (Provide documentation whenever possible to support your claims.)
3. Describe in detail the plan of action you will follow to ensure that your grades will improve, if you return to the University. Include a list of courses you plan to take and a reason for selecting each one including retakes.
4. You were informed that you would be dropped if you received unsatisfactory grades. Describe reasons/make the case to compel us to believe that you would behave differently if given another chance.
5. Describe your organizational skills. For example: how did you keep track of assignments for your classes? How did you organize class notes and other materials such as syllabi, handouts, etc.?
6. When and where did you study?
7. How long did you study each day?
8. How much time did you spend in preparation for exams?
9. Did you always take your exams?
10. When you were receiving unsatisfactory grades in a course, what steps did you take to improve? What would you do differently in your next semester?
11. How often did you miss class your last semester of enrollment? Why? How often were you late for class?
12. How many times in your last semester did you meet with the professors of your classes for assistance with class work? For other reasons?
13. How many times in your last semester did you meet your academic advisor for assistance with scheduling? For other reasons?
14. List courses in which you earned B or better grades and explain what motivated you/why it was possible to earn these grades.
15. List courses in which you earned D and F grades and explain why you were unable to earn average or better grades in those classes.
16. List non-academic areas, e.g., substance abuse, depression, etc., with which you have had problems and indicate how recently.
17. List academic areas in which you believe you need assistance and indicate if you have sought assistance. Examples include: reading skills, vocabulary, comprehension, speed, study habits, organization, concentration, note taking, time management/procrastination mathematics/quantitative skills, writing skills, grammar, spelling, developing ideas, choosing a major, motivation, self-confidence, mental health problems/concerns, personal problems, other (list).
18. Do you have a disciplinary record? If so, explain when, the reason for the sanction, and the disciplinary sanctions imposed. (You might be asked to provide verification).