



PETITIONING FOR REINSTATEMENT

Academic dismissal occurs when a student’s academic progress is determined to be unsatisfactory (Faculty Rule 3335-9-26). In order for a dismissed student to return to the University and continue to pursue their degree, they must be reinstated (Faculty Rule 3335-9-28). Students wishing to be reinstated must complete and submit a Petition for Reinstatement as described below. **Students will only be reinstated if it is determined that there is a high probability of future academic success.**

The Petition for Reinstatement must present compelling evidence indicating that academic performance and other issues (behavioral, health, environmental, employment, etc.) have been improved or addressed to assure future academic success (Faculty Rule 3335-9-28). This body of evidence may include:

- Transcripts indicating academic success (prefer A’s and B’s) in college courses taken after dismissal (i.e. successful completion of “hurdle” courses – English, Math, Chemistry, Physics, Biology, etc.).
- Letters from healthcare/treatment provider(s) or treatment records.
- Reference letter from employer(s).

If reinstatement occurs, the student will be placed on academic probation. If conditions of probation are not met the student may again be dismissed from the University (Faculty Rule 3335-9-28).

Reinstatement Petition Process:

1. Students interested in petitioning for reinstatement are required to meet with a College Academic Counselor prior to submission of the Petition for Reinstatement – 100 Agricultural Administration, 2120 Fyffe Road, Columbus, Ohio 43210. Call 614-292-6891 to schedule an appointment.
2. Provide detailed responses to all questions on the petition.
3. If you have attended another institution since dismissal, submit an official transcript with your petition directly to Jeanne Osborne (Assistant Dean for Academic Affairs) at the address listed below.
4. If a letter of recommendation from an employer(s) is appropriate, include the letter with your petition.
5. Provide any other important documentation that may support your petition (e.g. copies of health care records, letter from treatment provider(s), etc.)

Submit the petition and all supporting documentation as a packet to the College Office at the address below, no later than the following dates, based on the term you are requesting reinstatement:

Requested Term for Reinstatement	Deadline for Submitting Petition
Autumn Semester	June 1
Spring Semester	October 1
Summer Semester	February 1

Jeanne Osborne
 College of Food, Agricultural, and Environmental Sciences
 100 Agricultural Administration
 2120 Fyffe Road
 Columbus, Ohio 43210



THE OHIO STATE UNIVERSITY

COLLEGE OF FOOD, AGRICULTURAL,
AND ENVIRONMENTAL SCIENCES

PETITION FOR REINSTATEMENT

Name: _____ OSU Student ID: _____

Email: _____ Telephone (area code and number): _____

Address for reply: _____

I met with College Academic Counselor: _____ Counselor Initials: _____

I request reinstatement for _____ Semester, 20____.

I was last enrolled in (college/major) _____
SU/AU/SP

If reinstated, I am planning to major in: _____ and minor in: _____

Have you ever pleaded guilty to or been convicted of a felony, or is any felony charge currently pending against you?
Yes _____ No _____

Have you ever been suspended or dismissed from any other college or university for any **disciplinary reason**, or is a **disciplinary** charge from any college or university currently pending against you? Yes _____ No _____ (If yes, please explain. Additional information may be requested.)

Have you ever been suspended or dismissed from any other college or university for any **academic reason**, or is any **academic** charge from any college or university currently pending against you? Yes _____ No _____ (If yes, please explain. Additional information may be requested.)

Student Signature: _____ Date: _____

Petition Questions (attach to this document clear/complete typed responses to the following):

1. What behaviors or conditions contributed to your dismissal?
2. What have you been doing, in general and academically since your dismissal? How has this prepared you for a successful return to Ohio State?
3. What adjustments have you made and will you make which you believe will eliminate conditions that contributed to your dismissal? What evidence can you provide that, if reinstated, you will be a successful student with significantly better academic performance (courses completed, tutoring, work experience, etc.)? Submit with the petition evaluation reports from instructors or tutors or enclose grade transcripts of courses completed.
4. What are your academic and career goals? Describe how this aligns with your proposed area of study?
5. Present any additional information that will indicate probable academic success in college or that will be helpful to the Committee in reaching a decision on your petition.
6. How will you finance your education if reinstated? If you will be working, discuss the number of hours and the nature of your work.
7. List the courses you are proposing to take your first semester, if reinstated, and provide a rationale for this schedule.

Official Use Only

Committee Action Taken: Approved _____ Not Approved _____ for _____ Semester, 20____

Special conditions (point-hour, work, courses, counseling, activities, etc.): _____

Committee Member: _____ Date: _____