**Academic Suspension Procedures**

Responsibilities of suspended **Undecided General Core** students seeking reinstatement:

Academic policy requires all students who have been suspended from the university to submit in writing a petition for readmission. This petition will be in the form of a letter concisely stating the following:

1. What factors contributed to your own academic deficiency,
2. What course of action you plan to pursue to improve your academic situation,
3. What major, if determined, you have decided to pursue,
4. What courses, if any, you have taken elsewhere since your suspension, and
5. What semester you plan to resume your studies here at the university.

Additionally, you will need to schedule an appointment through the Student Advising and Mentoring Center, located in the College of Humanities and Social Sciences Building #170, to meet with Dr. Bill Fleming, Executive Director, or Wesley Boyd, Associate Director of Advising, regarding your request of reinstatement, after which a decision will be made regarding said request. Appointments should be made through Margaret Ferguson, (936) 294-4361, mxf001@shsu.edu. Your letter must be submitted prior to your appointment through Mrs. Ferguson, or at the same time as your appointment.

**General Studies** majors must see Dr. Keri Rogers in Academic Building 4, Room 202.