

Student Support Services Program (SSS) Academic Drop Appeals Policy

A University Academic Drop can be appealed if the student believes there are circumstances that warrant an appeal. Such circumstances would involve situations external to the student, factors that were beyond the student's control and /or were unforeseeable, and which prevented the achievement of minimum academic standards (2.00 gpa). The student must document the situation with supporting documentation from appropriate professionals. To appeal, the student must submit to their SSS advisor an Academic Drop Appeal form and written statement of appeal. The Statement cannot be longer than two double spaced pages and must be signed and dated by the student. The statement and the Drop Appeal form, with supporting documents (e.g. professional documentation) must be submitted on or before the deadline in the Academic Drop notification letter. The documentation must include evidence that sufficient progress has been made toward resolving the factors which prevented the student's achievement of minimum academic standards (2.00 gpa).

Reentry to the University after completing the specified length (one or four semesters) of the academic drop

Summer does not count as a semester away from the University and students will not be permitted to reenter for a summer or UWinterIM semester. A student may request re-admission to the University by completing the Undergraduate Reentry Application, available from the Admission Office, Mellencamp 274. **THE APPLICATION FOR REENTRY MUST BE SUBMITTED TO THE SSS OFFICE BY MAY 1 FOR THE FALL TERM OR OCTOBER 1 FOR THE SPRING TERM.** In order to be considered for reentry by SSS, the student must provide evidence that the factors that lead to their academic drop have been resolved and that he/she is now prepared to be successful. Requests for reentry should only be made when one or more of the following (depending upon the student's particular situation) have been accomplished:

1. UW-Milwaukee "Incomplete" grades have been completed, resulting in an academic record which removes the academic drop.
2. Six credits of academic course work completed at another college or university with at least a grade of B or better in each course (12 credits for a 4 semester drop) documented on an official transcript.
3. Sufficient progress has been made toward resolving factors that prevented the student's achievement of minimum academic standards (2.00 gpa). As deemed appropriate by the SSS advisor, written confirmation by the appropriate professional must be submitted with the reentry application (e.g., written statement from a physician).

An appeal for early reentry from a four semester drop can be made after a minimum of a one year absence from the University if sufficient progress, as listed above, has been met to justify an early reentry. In this case the student would need to have exceeded the minimum requirements for course work completed.

Drop appeal materials will be reviewed and an appeal decision rendered. The student will be notified in writing of the decision.