The University of Texas at Tyler

Graduate Student

Suspension Petition for Readmission

STEPS TO BE COMPLETED BY STUDENT:

1. Complete section A and attach a copy of your U.T. Tyler transcript to this form.
2. Schedule a meeting with your academic advisor to complete Section B and complete a Registration Form for your approved courses; you will not have access to self-service enrollments while on Academic Suspension.
   - If not admitted to a degree program, or seeking to change programs, schedule an appointment with the Dean of Graduate School and complete Section D.
3. If admitted to a degree program and on First Suspension, schedule an additional meeting with your academic dean to discuss and complete Section C.
   - Students on Second Suspension must also meet with the Dean of Graduate Studies.
4. Return completed petition and your Registration Form to the One-Stop Service Center (STE 230).

Name: _____ **Student ID Number:** _____

Major: _____ **Semester:** ☐ Fall ☐ Spring ☐ Summer **Year:** 20_____

Primary Phone Number: _____ **Alternate Phone Number:** _____

Section A: *Please summarize how you arrived at this point in your education. Please list how you plan to change your academic status. Complete a Change of Program Form if planning to change programs.*

Student's Signature: _____ Date: _____

International Counselor: _____ Date: _____

(Required for all International students)

NOTE: Once completed, this form is valid for a single semester only. Revised: 02/2020

Notice about Information Laws and Practices

With few exceptions, you are entitled on your request to be informed about the information The University of Texas at Tyler collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review the information. Under Section 559.004 of the Texas Government Code, you are entitled to have The University of Texas at Tyler correct information about you that is held by us and that is incorrect, in accordance with the procedures set forth in The University of Texas System Business Procedures Memorandum 32. The information that The University of Texas at Tyler collects will be retained and maintained as required by Texas records retention laws (Section 441.180 et seq. of the Texas Government Code) and rules. Different types of information are kept for different periods of time.

Section B
Academic Advisor: _____ Appointment Date: _____
Recommendations: (May include support services, counseling, advisor meetings, or enrollment restrictions.)

☐ **Readmit** ☐ **Readmit with Restrictions** ☐ **Do not readmit**

Advisor / Department Chair Signature: _____
For Which Semester/Year: _____ Date: _____
One (1) semester only

Section C
Academic Dean: _____
Appointment Date: _____
Recommendations:

☐ **Readmit** ☐ **Readmit with Restrictions** ☐ **Do not readmit**

Dean's Signature: _____ Date: _____

Section D
Dean of Graduate Studies: _____
Appointment Date: _____
Recommendations:

☐ **Readmit** ☐ **Readmit with Restrictions** ☐ **Do not readmit**

Dean of Graduate Studies: _____ Date: _____

Return completed petition and Registration Form to One-Stop Service Center (STE 230).

OFFICE USE ONLY

Holds: ☐ No holds ☐ Hold(s) still pending as-of date: _____ (Return form to student)

Completed by: _____ **Date**: _____