

## Academic Appeal for Reinstatement

If you were academically dropped from UW-Milwaukee (UWM) and would like to return to the University, you must file a formal Academic Appeal for Reinstatement. It is important to understand that your appeal will be thoroughly reviewed; reinstatement is not automatic upon request.

### **CONDITIONS OF REINSTATEMENT**

If your appeal for reinstatement is approved, you will be reinstated to UWM on Final Probation and will remain on Final Probation until you raise your cumulative grade point average (GPA) to 2.00 or above.

**If you receive below a 2.00 subscription period GPA while on Final Probation, you will be dropped for two years.** Therefore, it is important that you give careful consideration to this request.

For more information on reinstatement and/or the UWM Academic Action Policy, [click here](#).

### **Steps for Reinstatement Appeal**

We strongly recommend that you submit your appeal form **two months prior to the start of your next intended subscription period** (especially if your goal is to re-enroll immediately after your drop period ends). Your appeal should include the following components:

1. **Student Information** – Full Name, UWM Campus ID Number, Flex Program of Study, UWM Email, Preferred Phone Number
2. **Reflection** – Keep this to one page (typed) and address the following:
  - a. Factors that prevented you from successfully completing your courses in your most recent subscription period(s).
  - b. Behaviors or circumstances that have changed, or will change, that will allow you greater academic success when you return.
  - c. Responsibilities outside of school (work, family, etc.), the time commitment required for those responsibilities, and how you intend to create the balance necessary to be successful.
3. **Action Plan** – Outline your intended plan for the next 3-6 months:
  - a. Identify courses you intend to complete (work closely with your ASC and consider retakes, remaining requirements, etc.).
  - b. Identify any resources you will use to help achieve your goals.

**Return the following “Academic Appeal for Reinstatement” form** to the UW Extended Campus (UWEX) Office of the Registrar at [oe1-registrar@uwex.edu](mailto:oe1-registrar@uwex.edu). You will receive an email within three weeks with the decision on your reinstatement appeal.

# ***Academic Appeal for Reinstatement***

---

## **Student Information**

**Full Name:** \_\_\_\_\_

**Flex Program of Study:** \_\_\_\_\_

**UWM Campus ID Number:** \_\_\_\_\_

**UWM Email:** \_\_\_\_\_

**Preferred Phone Number:** \_\_\_\_\_

**Last subscription period enrolled (e.g., July 2019):** \_\_\_\_\_

**Intended/desired return date (e.g., July 2021):** \_\_\_\_\_

**Reflection (see instruction page):**

**Action Plan (see instruction page):**