

# ACADEMIC SUSPENSION APPEAL FORM



To appeal an academic suspension, please complete this form and provide any requested documentation and email to [SC.AcademicDean@sckans.edu](mailto:SC.AcademicDean@sckans.edu). Any questions can also be directed to [SC.AcademicDean@sckans.edu](mailto:SC.AcademicDean@sckans.edu).

- This appeal will be reviewed by the Academic Affairs Committee, and the Committee's decision shall be final.
- This appeal is your chance to help the committee understand how serious you are about being given a second chance. Please take time to think about your responses to the questions and provide detailed answers.
- Deadline for fall semester appeals is August 1st and for spring semester appeals is January 2nd.

<b>Name</b> Click or tap here to enter text.	<b>SC ID #</b> Click or tap here to enter text.
<b>Address</b> Click or tap here to enter text.	<b>Email</b> Click or tap here to enter text.
<b>Phone</b> Click or tap here to enter text.	<b>Major</b> Click or tap here to enter text.
Would you like this information shared with the Financial Aid Office as an appeal for financial aid? Yes <input type="checkbox"/> No <input type="checkbox"/>	

## Explanation of Academic Performance and Plan for Success

- 1. What happened?** Provide detailed explanations for your poor academic performance. Describe in detail both your own choices and any extenuating circumstances that impacted your academic standing.  
Click or tap here to enter text.
- 2. What has changed?** Describe what has changed related to the above issues and what adjustments will you make to ensure a more successful academic performance in the future.  
Click or tap here to enter text.
- 3. What is your plan?** Describe your proposed plan for achieving good academic standing and which individuals and/or support programs will you work with to help you improve your academic performance if you are reinstated.  
Click or tap here to enter text.
- 4. Have you completed any college work since your suspension?** If so, please provide a copy of your transcript (unofficial will be accepted for the appeal). If your course is still in progress, please provide documentation of your performance in the course.  
Click or tap here to enter text.
- 5. Why should your appeal be granted?** Describe why the College should approve your appeal.  
Click or tap here to enter text.
- 6. Who supports your return to the College?** Students who have established relationships with faculty, coaches, and/or advisors at the College may have a support system that will aid in their success. Describe who is part of

your support system, then ask one or more of those individuals for a letter of support. Academic affairs would like to see the support system you have in place to help ensure your success should your appeal be granted. Letters of support should be emailed to [SC.AcademicDean@sckans.edu](mailto:SC.AcademicDean@sckans.edu).

Click or tap here to enter text.

Signature Click or tap here to enter text.	Date Click or tap here to enter text.
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