



**THE OHIO STATE
UNIVERSITY**
COLLEGE OF NURSING

PETITION FOR REINSTATEMENT
The Ohio State University

Please answer all questions carefully and thoroughly. This petition will be evaluated as an academic assignment: presentation and clarity are important. When you are ready to turn in your petition, you should make an appointment with an academic advisor in the college of enrollment to which you are applying for reinstatement, to review your request.

Deadline for reinstatement petitions are as follows:

Autumn Semester	June 1
Spring Semester	November 1
Summer Semester	March 1

You are responsible for turning in all requested materials (transcripts, reference letters, etc.) by the stated deadline. Incomplete petitions may not be reviewed.

Received petition from _____ on (date) _____

Name (list previous names if applicable) _____

OSU ID _____ Phone _____ Email address _____

Address for Reply _____

Term and Year of Dismissal _____ Hours earned at time of dismissal _____

Total Deficiency Points _____

Previous Major and OSU College of Enrollment _____

Term and year for which you are seeking reinstatement _____

Proposed Major _____

Please circle your answers to the following residency questions: Have you lived in Ohio for the preceding 12 months? **Y** or **N** Are you self-supporting? **Y** or **N** Are you a tax dependent of someone who has resided in Ohio for the past 12 months? **Y** or **N** Are you a tax dependent of someone who has accepted full-time employment in Ohio? **Y** or **N**

On separate pages, please answer the following questions. Develop your answers clearly and completely.

1. What behaviors and circumstances led to your academic dismissal?
2. What have you been doing during the time since your dismissal? How have these experiences changed the way you are likely to approach the responsibilities involved in being a student?
3. What changes have you made and what steps have you taken to ensure that the factors causing your earlier difficulties will not continue to cause you difficulties if you are reinstated? What proof can you offer that you are now likely to succeed?
4. How have you arrived at your choice of major? What will you do to succeed in the program you have chosen?
5. If you are reinstated, what courses do you hope to take during your first semester back? List the courses and credit hours.
6. How much time do you plan to devote to attending classes and studying? Keep in mind the University's general rule for calculating the time needed for study – approximately two hours outside of class for every hour spent inside class, to earn a grade of "C." Reinstated students should not, of course, be planning to aim for all "C" grades.
7. In addition to the time you will devote to academic responsibilities, how many hours a week do you plan to be employed? How will you balance these responsibilities with the demands of being a successful student?

Along with your answers to these questions, please attach any relevant supporting documentation. Such materials might include evidence of earlier medical problems; evidence that earlier problems have now been resolved or stabilized; transcripts demonstrating successful coursework at other academic institutions during your time away from Ohio State; letters from employers attesting to an extended record of reliable responsibility.

Decision: Granted ___ Denied ___ Signature _____ Date _____

Academic Dismissal and Petitioning for Reinstatement

Ohio State admits students that we believe are capable of completing a degree. Individual circumstances and actual performance, however, sometimes thwart expectation and impede progress toward a degree. A student is academically dismissed when, having been placed on academic probation or probation by special action in one semester, he or she fails to improve or to meet the conditions for extending the probation in the next semester. More generally, a student is dismissed when the college in which he or she is enrolled has determined that it is not in the student's interest to continue at the University at this time. These decisions are made on a case-by-case basis, after careful review of the academic record.

As a consequence of dismissal, you are dropped from all the classes in which you may have been enrolled for the next semester, and you are prevented from returning to classes until the dismissal has been removed. A dismissal can only be lifted in one of two ways:

1. *A Cancellation of Dismissal.* A dismissal is cancelled when the reasons for which the student was dismissed have been removed. A change in a grade, for example, may sufficiently alter the record that the student is no longer eligible for dismissal. Although this rarely happens, when it does, the dismissal can be cancelled. Students seeking a cancellation of dismissal should meet with an academic advisor in the college or school from which they were dismissed. A cancellation does not automatically put the student back into classes from which he or she was dropped.
2. *An approved Petition for Reinstatement.* Most dismissed students return to the University after spending time away. Below, you will find detailed information about this petition process.

Students who have been academically dismissed are expected to spend a minimum of two semesters away from Ohio State. Those seeking to return to the University are also expected to demonstrate, before they will be reinstated, that they are ready to return and succeed as students. Reinstatement is not automatic; it is not something to which every dismissed student is entitled. Before you will be allowed to resume course work at the University, to attempt to repair a record already flawed by academic problems, you will need to show that you are ready to take advantage of what is likely to be your last chance to improve.

The Petition for Reinstatement is your opportunity to show that you have realistically assessed your situation and planned to return as a successful student. It should reflect your thoughtful use of your time away to consider why you did not succeed before; the adjustments you have made in view of your earlier difficulties; and how you have planned to succeed should you be approved to return. Those who will review your petition will expect to see evidence that you have thought about the following considerations:

- What behaviors, attitudes, and circumstances led to your earlier difficulties?
- What have you done in your time away? How have your earlier behaviors, attitudes, and circumstances altered? Any evidence you can provide to support your account will help to make your case.

- If you have attended another college or university, you should provide a transcript of the course work you have done there. An extended record of successful course work (grades of “A” and “B”) will help to demonstrate you are ready to return; an average, below-average, or mixed record does not indicate you are likely to be able to work your way out of academic difficulty at Ohio State. If you have not established a successful academic record at another institution, what evidence can you provide of responsible and stable success during your time away?
- We expect you to have decided on a realistic choice of major before you petition for reinstatement. You should, in fact, petition for reinstatement directly with the unit offering the program you wish to pursue. As a rule, students will not be reinstated as “Undecided,” in the hope of taking courses to raise their grade-point average to gain admission to programs for which they are not currently eligible.

At the time you pick up and/or turn in the petition form, you should schedule an appointment to discuss the petition with an academic advisor affiliated with the program you want to complete. The advisor will be able to assess accurately your chances for reinstatement, especially if the program you want requires a competitive grade-point average. We are interested in helping you to complete a degree for which you might reasonably qualify; if you are interested in a program for which you do not qualify at Ohio State, you will need to pursue that major at another university.