Help! I need to be reinstated.
Six Categories

• Program of Study (Graduate student’s only)
• Special Consideration
• Extenuation
• Petitioned Grade Change
• SJSU CUM GPA 2.0 or better
Requirement for all categories

• Every student, wishing to be reinstated, must consult with “an advisor representing the major in which reinstatement is sought.” (AS F96-11 pg 3)

• If undeclared, you must consult with Academic Advisement & Retention Services

• All students submitting a petition must attach a personal statement to their petition

• All students must reapply for admission for the semester in which they wish to be reinstated by the published deadline

• All students must submit the petition by posted deadline.
Deadlines for submission

- **Program of Study (Graduate students only):**
  - Spring Program of Study is due by March 1\(^{st}\)
  - Summer Program of Study is due by July 1\(^{st}\)
  - Fall Program of Study is due by Oct 1\(^{st}\)

- **All other categories:**
  - Undergraduates: should submit at least 60 days prior to the term in which reinstatement is sought
  - Graduates: accepted on a rolling basis
Deadlines for submission (cont)

• Petitioned Grade Change –
  • If the grade is changed is for current term (the term of disqualification), it must be submitted prior to first day of the subsequent semester following disqualification, no petition is required
    – For example:
      » If student was disqualified in fall. The grade change, for work in the fall term, is due before the first day of the following spring semester
      » If student is disqualified in spring. The grade change, for work in the spring term, is due before the first day of the following fall semester
  • If the grade was changed after the first day of the following semester, petitions are accepted on a rolling (ongoing) basis
Program of Study (POS)  
GRADUATES

- **SPECIAL NOTE:** graduate students can only be reinstated once
  - Courses must be taken via SJSU Open Univ, Ext, Sum or Winter
  - Minimum course load: two courses (6 units)
  - Cannot take 200 level courses
  - Must be completed with a GPA of B+ (3.3) or better in all units attempted.
  - Must be directly related to the student’s major and address deficiencies and be upper division courses.
  - Courses do not apply to degree
SJSU CUM GPA 2.0 or better

• For undergraduate students.
• These are the students that have attended Open University and have brought their SJSU CUM GPA to a 2.0 or better, but never submitted a petition for reinstatement.
• All students must meet with the advisor of the major in which they intend to return.
Special Consideration

- Reserved for students whose petitions cannot be accommodated within the other categories
  - Examples:
    - Students that have spent substantial time away (5 years or more) from the university employed in a field in the major in which they would like to earn a degree
    - Students who believe their life-experiences have prepared them for academic success
    - Students who performed poorly due to lack of maturity or interest who left school, found a job, raised a family, and now wishes to return
Petitioned Grade Change

• This category is reserved only for instructor errors in computing final grades
  – Students must clearly explain what course, term, and error that occurred in their personal statement
  – Students must attach a letter form their instructor (on department letterhead) documenting the specific error in calculation that was made
Extenuation

• This category is for disqualification based on “episodic” events which no longer affect the student’s scholastic ability
  ➢ This category is rarely approved
  ➢ Students must provide evidence of the condition that caused the disqualification
  ➢ Taking more units than one can handle, ignorance of university policy or deadlines, or working too many hours are examples of unacceptable reasons for this category
Questions???

Call 408-924-5680 or email registrar@sjsu.edu