

## RSBC-SCHOLASTIC STANDING COMMITTEE (SSC) REINSTATEMENT APPEAL FOR DISMISSED OR SUSPENDED STUDENTS

COMPLETE ONLY IF YOU HAVE BEEN ACADEMICALLY DISMISSED OR SUSPENDED

### **Reinstatement Guidelines for Dismissed Students**

Students who have been academically dismissed from the Rutgers School of Business-Camden (RSBC) are not reinstated until they have produced evidence that they can further pursue academic work satisfactorily. The University normally requires that students improve their cumulative grade-point average (through work in Summer Session) to a level which would have precluded drop action. Each case is considered on its merits.

If you have completed course work at a different institution, you are required to submit official transcripts to the Academic Services Office to be reviewed as part of your reinstatement application packet.

Reinstatement is often denied to those students, who have such a low cumulative grade-point averages that ultimate graduation appears highly improbable. Please be reminded that only grades earned within University will be included in the Rutgers cumulative GPA. **A second dismissal is final and not subject to appeal.**

### **Reinstatement Guidelines for Suspended Students**

Students who have been academically suspended from the Rutgers School of Business-Camden (RSBC) are not reinstated until they have filed an appeal in writing (hard copy) for reinstatement. All appeals will be reviewed by the SSC and students will be notified in writing of the SSC's determination.

If you have completed course work at a different institution, you are required to submit official transcripts to the Academic Services Office to be reviewed as part of your reinstatement application packet.

Reinstatement is often denied to those students, who have such a low cumulative grade-point averages that ultimate graduation appears highly improbable. Please be reminded that only grades earned within University will be included in the Rutgers cumulative GPA.

**NOTE:** If the Scholastic Standing Committee decides in favor of reinstatement, this decision applies to the **RSBC only**.

## REINSTATEMENT APPEAL FORM

Complete the form below and all questions. Be certain to sign and date this form, prior to submission. Type or print legibly.

### Submission Deadlines

**Fall Reinstatement: August 15th**  
**Spring Reinstatement: December 15th**

### Section A

Name \_\_\_\_\_ (Maiden Name: \_\_\_\_\_)

Address \_\_\_\_\_

City, State \_\_\_\_\_ Zip Code \_\_\_\_\_

Email: \_\_\_\_\_

Phone #: H \_\_\_\_\_ W \_\_\_\_\_ C \_\_\_\_\_

When did you last attend Rutgers SBC? \_\_\_\_\_

Sign to certify that the information you provide on this form is both true & accurate:

\_\_\_\_\_  
Student Signature & Date

\_\_\_\_\_  
RUID Number

### Section B

**Type a written statement of 1 page or less, on a separate sheet, that answers all the following questions:**

- 1) Describe the circumstances, which adversely affected your academic performance when you attended Rutgers-Camden. Personal matters can be discussed in confidence with the Academic Services Staff, by scheduling an appointment with the Academic Services Office (856-225-6216).
- 2) What evidence do you have that you can now do satisfactory work at Rutgers-Camden? Please attach/forward an official transcript of any college courses taken since leaving Rutgers.

Include your RUID & the Date on your petition statement—DO NOT INCLUDE YOUR NAME ON THE STATEMENT.

**Submit your typed statement along with this form to:**

RSBC Scholastic Standing Committee  
C/O Academic Services Office  
227 Penn Street, Camden, NJ 08102

OR

Fax to: 856-225-6231

SCHOLASTIC STANDING COMMITTEE  
REINSTATEMENT DECISION PAGE

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**RUID**

**DO NOT WRITE BELOW THIS LINE**

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**For Office Use Only**

Date Processed: \_\_\_\_\_

DECISION: Accepted \_\_\_\_\_ Denied \_\_\_\_\_ Deferred \_\_\_\_\_

**Continued Probation (CP) Conditions:**

1.  Must achieve at least 2.500 semester GPA.
2.  May enroll in no more than 12 credits, upon approval.
3. \_\_\_\_\_ Must repeat the following course (s):
  - a. \_\_\_\_\_
  - b. \_\_\_\_\_
  - c. \_\_\_\_\_
  - d. \_\_\_\_\_
4. \_\_\_\_\_ Must fulfill new Graduation Requirements of the \_\_\_\_\_ catalog
5. \_\_\_\_\_ Comments

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RSBC Authorization: Print & Sign Name

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Date