Academic Dismissal Information for Students

Students who have been dismissed from UNL will be denied enrollment privileges for at least two consecutive semesters (the four summer sessions count as one semester). Any courses for which you were registered will be canceled. Please review additional information on the Office of the University Registrar’s website at registrar.unl.edu/probationdismissal. International students should contact the International Student and Scholar Office in Seaton Hall, Suite 201, immediately as visa status will be impacted.

TIME AWAY FROM UNL
Students dismissed from one 4-year institution of higher education are not usually immediately admissible to another 4-year institution (every institution has its own policy). You may, however, be accepted at a 2-year institution of higher education (community college). If you plan to take courses at a community college, please consider the following information and suggestions:

- Work with your UNL advisor to determine the courses you might want to complete. Consider courses that would transfer to UNL toward your intended degree if your goal is to return to the University.
- Grades earned at community colleges will not replace grades of C- or below that were earned at UNL nor will any community college grades apply toward your UNL GPA. (Note: the UNL grade replacement policy only applies to credits completed at UNL, UNO, or UNK).

READMISSION
Readmission is not automatic. Factors that will be considered in deciding your readmission are:

- Proven academic performance since dismissal (e.g., courses or academic credits earned at other post-secondary institutions).
- Work experience that has contributed to your development.
- Other appropriate experiences that have helped prepare you to resume studies and achieve academic success.

Readmission Timelines: You may apply for readmission to UNL for the semester or term following the mandatory suspension period.

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<tr>
<th>If you were dismissed after:</th>
<th>Fall</th>
<th>Spring</th>
<th>Summer</th>
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</thead>
<tbody>
<tr>
<td>You may apply to be readmitted for:</td>
<td>Next Fall</td>
<td>Next Spring</td>
<td>Next Summer</td>
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<tr>
<td>Deadline to apply for readmission:</td>
<td>May 1</td>
<td>December 1</td>
<td>May 1</td>
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Readmission Process: Obtain instructions and materials for applying for readmission through the Office of Admissions at admissions.unl.edu.

All HOLDS, including financial, must be resolved before a student can enroll.

Readmission does not guarantee financial aid eligibility. Please contact the Office of Scholarships and Financial Aid, 17 Canfield Administration Building (402) 472-2030, to discuss your eligibility for financial aid.

Updated December 2015
Information on Appeal for Academic Reinstatement

If you believe your academic dismissal occurred under extraordinary circumstances, you may file an appeal for academic reinstatement. **This appeal must be filed no later than the fourth day of classes of the semester immediately following the one in which you were dismissed.**

**STEPS TO FILE AN APPEAL**

1. Appeals may not be filed until all registration holds have been cleared. Registration holds appear in the “Holds” section of your message center in MyRed.
2. Meet with a college academic advisor to begin the appeal process. This individual will assist you in developing an academic plan and in completing the Appeal for Academic Reinstatement form.
3. Write a narrative of your extraordinary circumstances and explain why you have not been as academically successful as you anticipated. This statement should:
   a. be typed and no longer than one page in length
   b. address your efforts with past academic recovery plans
   c. include a clear plan for achieving academic improvement
4. Obtain documentation, if applicable, which verifies statements made in your written narrative.
   a. For example, if you were under the care of a medical professional during the semesters in question, provide documentation of this care including dates of service. If you have information that is particularly sensitive or confidential, you may attach it to your appeal in a sealed envelope. **All verification documents will be destroyed as soon as the appeal process has been completed.**
   b. If you believe you have a disability that impacted your academic performance, contact Services for Students with Disabilities (SSD), 132 Canfield, (402)472-3787, to discuss the necessary documentation that will allow SSD to review with you the impact your disability had on your academic performance.
5. Submit your written narrative and any verification documentation to the advisor you worked with (or designee) to complete your Appeal for Academic Reinstatement form by the deadline the advisor provides. Your advisor/college will submit your appeal packet for review by members of the Academic Standards Committee. Appeals must be submitted by the colleges by 5pm the day before they are heard.
6. Ask the advisor you are working with how and when you will learn of the appeal results.

| APPEAL REVIEW DATES TO BE REINSTATED FOR SPRING 2016 | January 6, 7, 8, 11, 12, 13, 14, 15 |

**AFTER THE APPEAL RESULTS**

If your appeal is approved, register for the courses you selected with your advisor and are written on your Appeal for Academic Reinstatement form. If you have difficulty registering for these classes, contact your advisor. You will have one semester to earn BOTH a semester and cumulative GPA of 2.0 and thus be removed from academic probation. If this does not happen, you will be dismissed.

If your appeal is denied, you will be unable to enroll at UNL for at least two consecutive semesters (the four summer sessions count as one semester). We highly encourage you to meet with your academic advisor to discuss your plans during your time away from UNL. If there are extenuating circumstances in which additional information or substantial documentation have become available since your first dismissal appeal, you may file an additional level of appeal to the Office of the Senior Vice Chancellor for Academic Affairs. Submit your written statement and any additional verification documentation directly to 127 Love Library South. The decision of the Office of the Senior Vice Chancellor for Academic Affairs is final. Appeals will not be accepted after the fifth day of classes.

**Note:** If your appeal encompasses acts of misconduct, which by their nature may constitute a violation of the Student Code of Conduct and/or criminal law, the information will be forwarded to the appropriate university office for possible action.

Updated December 2015