



PETITIONING FOR REINSTATEMENT ACTION PLAN

Date: _____

Name: _____ ID#: _____ Major: _____

<https://ciapps.csuci.edu/gpacalculator/>

CI Attempted units:	CI GPA:
CUM Attempted units:	CUM GPA:

Current or Planned Courses	Units	Is this course a <i>repeat</i> ? If so, what was the grade?
Total units (exclude CR/NC classes)		

Is your GPA(s) at a 2.0?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If you are attending classes this semester, is it possible for you to attain a 2.0 at the end of this semester?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
How many more classes will you need to take through Open University, and what is the average GPA you will need?		

Additional notes, comments, reflections, plans, etc...

Steps for Reinstatement Process at CSUCI

1. Take classes through Open University <https://ext.csuci.edu/programs/open-university/index.htm> and community college if applicable.
2. Raise your GPA to a 2.0; use the [CSUCI GPA calculator](#) for assistance.
3. Meet with Academic Advisor to review [Re-Entry Form](#) (this can be done after you are reinstated)

4. Submit a [Petition for Reinstatement](https://www.csuci.edu/academics/appeals/reinstatement.htm) to the Academic Appeals Board
<https://www.csuci.edu/academics/appeals/reinstatement.htm> by published deadline
 - a. July 1st for fall; December 1st for spring
5. Include the following with your petition:
 - a. Documentation of hardship or circumstances that led to deficient grades. (if applicable)
 - b. Transcript(s) if completed coursework at another school (can be unofficial transcript)
 - c. A letter addressed to the Academic Appeals Board.

Answer the following questions to assist you with writing your letter to the Academic Appeals Board:

Why did you receive unsatisfactory grades in previous semesters?

What circumstances have changed since you were disqualified?

How have you improved academically or personally since the disqualification?

What is your academic plan, and how do you plan to be successful upon reinstatement to the university (i.e. meet with advisor, seek tutoring, take less classes, etc.)?

*This is a general plan to improve academic standing; the final decision for reinstatement will be determined by the Academic Appeals Board. **It is recommended that you consult with an Academic Advisor prior to submitting your Petition for Reinstatement.***