



Central State University
Office of the Registrar

Important information regarding your Appeal for Readmission

A student who has been “Academically Suspended” from the University must remain out for a minimum of one semester, if this is the first time that the student has been Academically Suspended. A student who has been “Academically Suspended” for a second or more times must remain out for a minimum of two semesters. After a third “Academic Suspension” readmission may not be granted.

If you desire to be re-admitted to Central State University, you must arrange an appointment with your advisor for the purpose of preparing an **Appeal Form for Readmission, a Time Management Plan and a Student Readmission Agreement**. These forms are attached to this packet.

For assistance with determining who your academic advisor is, you may contact Ms. Elizabeth Omolewu, Academic Advising Coordinator at (937) 376-6389, or you may contact the Dean of your College.

The completed Appeal for Readmission and attendant documents, prepared with the assistance of your advisor, must be presented to the Academic Standards Committee at least thirty (30) days prior to the beginning of the term in which you wish to enroll. The Appeal for Readmission, Time Management and Student Readmission Agreement forms are available from the Office of the Registrar.

The Academic Standards Committee will review the Appeal for Readmission and all accompanying documents as supplied by you and your advisor. The Committee will make a decision regarding your readmission request based on the information that you have provided. **Please be aware that readmission to the University is not guaranteed.**

● STUDENTS PLEASE DO NOT WRITE ON THIS PAGE ●

CIRCUMSTANCES / FINDINGS:

RECOMMENDATIONS: APPROVAL _____ DENIAL _____ _____
Faculty/Advisor Date

RECOMMENDATIONS: APPROVAL _____ DENIAL _____ _____
Chair Date

RECOMMENDATIONS: APPROVAL _____ DENIAL _____ _____
Dean Date

COMMITTEE ACTION: APPROVAL _____ DENIAL _____ DATE _____

COMMENTS: _____

Committee Chair

CENTRAL STATE UNIVERSITY
STUDENT READMISSION AGREEMENT

I understand that in order to have my appeal considered for readmission to Central State University, I must make a sincere commitment to improve my academic status. I further understand that if I am readmitted, I will adhere to the agreement outlined below. Otherwise, I may forfeit my privilege to receive financial aid and/or possibly risk being suspended from CSU.

I, _____, will:

1. Repeat the following courses (List the courses below).

2. Show significant progress by earning enough “A’s” and “B’s” to offset the effect of low grades that I have earned.

3. Complete at least 12 credits per semester (if full-time) or the number of credits specified by the financial aid guidelines.

4. Earn a “C” or better in all classes completed.

5. Show a significant increase in my GPA in order to meet the required standards outlined in the financial aid handbook and the University catalog. I have received and understand the guidelines.

6. Schedule regular appointments with my advisor to update her/him on my academic progress. (The first appointment should be scheduled for the second week of classes).

7. Discuss class scheduling and any changes in course enrollment (adds/drops or withdrawal) with my advisor.

8. Prepare a weekly time management plan that is approved by my advisor.

Student’s Signature _____ Date _____

Advisor’s Signature _____ Date _____

CENTRAL STATE UNIVERSITY
Weekly Time Management Plan

Name _____ Semester _____ Year _____

Semester Schedule

Please indicate **only** your **regular** weekly commitments (include work, classes, study times, lunch, evenings, etc.). This will enable us to set meeting dates and times with the least number of conflicts.

Time	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
8:30 am						
9:00 am						
9:30 am						
10:00 am						
10:30 am						
11:00 am						
11:30 am						
12:00 noon						
12:30 pm						
1:00 pm						
1:30 pm						
2:00 pm						
2:30 pm						
3:00 pm						
3:30 pm						
4:00 pm						
4:30 pm						
5:00 pm						
5:30 pm						
6:00 pm						
6:30 pm						
7:00 pm						
7:30 pm						
8:00 pm						
8:30 pm						
9:00 pm						
9:30 pm						