



ACADEMIC DISMISSAL APPEAL FORM

This form is required for students who have two consecutive semesters with a cumulative GPA below 3.00

INSTRUCTIONS FOR ACADEMIC DISMISSAL APPEAL FORM

An Academic Dismissal Appeal Form can be filed after a student is dismissed following their second term on Academic Probation.

“Academic term” herein refers to Fall, Spring, and Summer term(s).

Part I must be completed and submitted to the Graduate School of Engineering (hereafter referred to as the “GSE”) no later than the deadline specified below. Failure to file an Appeal Form by that date will eliminate the opportunity to appeal Academic Dismissal.

PART I: STUDENT INFORMATION

Deadline: For students notified of Academic Dismissal at the end of a given term, Part I should be completed and submitted to the GSE by the deadline provided in your dismissal letter email. You must attach a copy of your current unofficial transcript to the Action Plan. If submitting via email, you must send the transcript in PDF format.

PART II: GSE INFORMATION

To be completed by the academic advisor.

PART III: ACADEMIC DISMISSAL APPEAL DECISION:

To be completed by the Review Committee

The Academic Dismissal Review Committee for the student’s program will review the Appeal Form and indicate the Committee’s final decision in Part III.

If the Appeal is Granted:

The student must complete the Academic Probation Action Plan with their faculty advisor and submit to the GSE by **the deadline provided in the official dismissal letter email**. The student has one additional term to raise their cumulative GPA to 3.000 or higher.

If the Appeal is Denied:

The student’s Academic Dismissal stands and the student is officially dismissed from the degree program in which they are enrolled.

ACADEMIC DISMISSAL APPEAL FORM

Part I: Completed by the Student Individually

Today's Date: _____

NU ID: _____ Last or Family Name _____ First or Given Name _____
Email: _____@husky.neu.edu

Degree Level: MS PhD Current Program/Concentration: _____

First Term on Probation: Fall Spring Summer 20____

Next Term of Registration: Fall Spring Summer 20 ____

Courses with Grades below B:

Current Course Registrations for Next Term:

Describe the reasons for your low cumulative GPA:

How do you plan on improving your grades in the future?

Signature of Student _____

Date _____

Transcript attached

Part II: Completed by the Graduate School of Engineering

Student's next term is Fall Spring Summer 20____

Term GPA needed to achieve cumulative 3.000 GPA: _____

Current Cum. GPA (including ENCP): _____ SH completed (including ENCP): _____

Current Cum. GPA (excluding ENCP): _____ SH completed (excluding ENCP): _____

GSE Recommendations:

Part III: Academic Dismissal Appeal Decision (completed by Review Committee)

Grant appeal for an extension of one final additional academic term.

Uphold dismissal. Student has not met requirements for continuation in program.

Signature of Review Committee Chair _____

Date _____