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 GSE Student Services 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 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.
Part I: Completed by the Student Individually

Today’s Date: __________________________ NU ID: __________________________

Student’s Name: __________________________ Degree Level: □ MS or □ PhD

Program: __________________________________ Email: __________________________@husky.neu.edu

First Term on Probation: □ Fall □ Spring □ Summer 20____
Next Term of Classes would be: □ 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)

☐ Uphold dismissal. Student has not met requirements for continuation in program.
☐ Grant appeal for an extension of one final additional academic term.

Signature of Review Committee Chair __________________________ Date __________

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