



Office of Graduate Studies Appeals Portal Form

Use this form to submit an appeal for readmission. Be sure to complete all fields and attach supporting documents as required.

Please read the following statement before completing this readmission appeal:

1st Suspension: Petitions for readmission to Graduate Studies are considered after a student has remained out of school for a full semester or two consecutive summer sessions immediately following an academic suspension. **2nd Suspension:** Petitions for readmission to Graduate Studies are considered after a student has remained out of school for two full semesters following a second academic suspension. Other petitions *may be* considered on a case-by-case basis. **Appeals may be approved or denied.**

This appeal is for consideration to be readmitted for _____. (Semester/Year)

Student Information

1. Full Name: _____

2. G-Number: _____

3. Degree Program:

*Select the program from the drop - down box for which you are requesting readmission.

4. Email Address: _____

Program Information

5. Academic Advisor's Name: _____

6. Last Term of Enrollment: _____

* Please enter the semester and year (e.g. Summer 2024) of last enrollment.

Appeal Details

7. Reason for Appeal:

***Select your answer from the drop-down box below.**

Required Attachments

- **Appeal Letter (Your appeal letter must address these items: Detailed Circumstances, Actions Taken to Address the Issue, a clear plan for degree completion, etc.)**
- **GSU Transcript (From BannerWeb)**
- **Supporting Documentation (e.g. medical records, letters of recommendation, etc.)**

Acknowledgement:

I, _____, certify that the information provided in this appeal for consideration of readmission is accurate to the best of my knowledge.

Final Step: Please email this completed appeal form along with all required the attachments to Mrs. Kelly-Clark at kellya@gram.edu.