



Lander University Office of Admissions Appeal for Readmission

320 Stanley Avenue · Greenwood, SC 29649 · admissions@lander.edu · 864.388.8307 · fax: 864.388.8125

Name _____ Student ID Number L _____

Address _____ State _____ Zip _____

Cell Phone _____ Email _____

Last semester enrolled at Lander: _____ Fall _____ Spring _____ Summer Year _____

Semester you plan to re-enter Lander: _____ Fall _____ Spring Year _____

First suspension requires the student to sit out for one major semester (fall or spring)

Second suspension requires the student to sit out for two consecutive major semesters/ one academic year (fall and spring)

Previous Major _____ Intended/Current Major _____

Have you attended any institution since suspension? ___ No ___ Yes If yes, where _____

INSTRUCTIONS FOR COMPLETING AN APPEAL FOR READMISSION

All students who have served their term of academic suspension **must** be approved by the Admissions and Petitions Committee in order to return to Lander. In order for students to be considered for readmission by the Admissions and Petitions Committee, they must submit the following information:

1. Complete an application for admission (*online applications are preferred*)
2. Schedule an appointment with an advisor (*advisor to complete proposed schedule of classes below and sign this form*)
3. Submit a letter from the advisor and/or college dean providing evidence of advisement
4. Submit a personal statement letter stating the specific circumstances leading to suspension, future plans for improvement, and any other pertinent information that will support the appeal for readmission.
5. Submit this completed form to the Office of Admissions (*signed by advisor and college dean*)
6. If student attended another college while on suspension, a copy of that transcript must be submitted

*All documents **must** be submitted no later than August 1 for a fall readmission and December 1 for a spring readmission. Appeals not completed by these dates will not be accepted unless you can demonstrate circumstances beyond your control that prevented you from completing the process on time.*

Proposed Class Schedule

The advisor will assist you in selecting courses to help achieve your academic goals and improve your grade point ratio. Please list the courses in which you intend to enroll during the first semester of readmission to Lander.

COURSE	NUMBER	HOURS

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I certify that all information provided on this form is complete and accurate.

Student's Signature

Date

The University Admissions and Petitions Committee will review the Appeal for Readmission and make the decision on readmission. The Committee meeting schedule is posted online at <http://www.lander.edu/Admissions/Future-Students/Returning.aspx>.

Approval _____ Disapproval _____
Advisor _____ Date _____

Approval _____ Disapproval _____
College Dean of Major Program _____ Date _____

Approval _____ Disapproval _____
Chair, Admissions and Petitions Committee _____ Date _____

Student's Right to Appeal

Students have the right to seek specific relief from the application of the academic policy of the University. To do so, the student must submit the request in writing on an Appeal for Readmission form to the Office of Admissions. The request should include a concise description of the circumstances which have led to the request and any required or suggested supporting documentation. At a minimum, the following deadline must be observed:

- **Appeal for Readmission forms and supporting documents must be submitted no later than August 1 for a fall semester readmission and December 1 for a spring semester readmission.** Students can appeal for readmission only to a fall or spring semester. Appeals not completed by these dates will not be accepted unless you can demonstrate circumstances beyond your control that prevented you from completing the process on time. Additional instructions are on the front of this form.

The Admissions and Petitions Committee meets at least once during each month of the year; the specific meeting dates and times are posted online at <http://www.lander.edu/Admissions/Future-Students/Returning.aspx>

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Transfer Credit

Credit earned at other institutions while a student is on academic suspension from Lander can be applied toward a degree from Lander University provided the student meets the transfer student admissions GPA requirement and the courses are transferable. Credits earned at other institutions cannot be used for improving the Lander University GPA.

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Financial Aid and Readmission

A successful appeal for readmission does not guarantee aid eligibility. Readmitted students wishing to receive aid must have the annual FAFSA application on file and should contact the Office of Financial Aid to determine whether they are meeting Satisfactory Academic Progress (SAP) requirements for financial aid. Students may be required to file a **separate Financial Aid SAP Appeal** in order to be eligible for financial aid. Please check your Bearcat Web account for outstanding financial aid requirements and contact the Office of Financial Aid if you have any questions.

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