QUEENS COLLEGE
UNDERGRADUATE SCHOLASTIC STANDARDS COMMITTEE (USSC)
65-30 KISSENA BLVD., FRESE HALL - ROOM 201
FLUSHING, NEW YORK 11367
TELEPHONE: (718) 997-4488 / FAX: (718) 997-4895 / EMAIL: QC_USSC@QC.CUNY.EDU

APPEAL FOR REINSTATEMENT AFTER ACADEMIC DISMISSAL FORM

Date: ______________________________________ I.D. #: ____

Name: _____________________________________ _____________________________________ __________

(Last) (First) (M.I.)

Mailing Address: ____

Telephone Number: _____________________________________

****

Your appeal statement must be typed. Handwritten statements will not be accepted. Your statement must include the following. Label your responses A, B, and C.

A. Why you were unable to meet the requirements of probation during the Spring 2009 semester.
B. What plan you have for meeting the requirements of probation if you are reinstated.
C. Why you feel the USSC should grant your request for reinstatement after academic dismissal.

The reason(s) given in your statement must be supported with official dated documentation that is not returnable, but will be held in strict confidence. (The USSC may accept as documentation, 3rd party notarized verification of the events when official documentation may not be available.) NO EXCEPTIONS! Appeals will not be considered without documentation.

Your completed Appeal for Reinstatement after Academic Dismissal Form, typed statement, and supporting documentation must be received by the USSC no later than July 23, 2009. Appeals received after July 23, 2009 may not be accepted or reviewed. If your appeal has not been received by July 23, 2009 and you have already registered for Fall 2009 classes, your classes will be cancelled and you will be sent a refund by the Bursar.

The USSC will inform you of their decision by e-mail, usually within 20 business days after the receipt of your completed appeal, directly to your Queens College email address. If you have not yet used your Queens College email address, go to https://cams.qc.cuny.edu/ to set it up.

I have read and understand the above information:

Signature: ____ Date: _________________________

- -*-*-*-*-*-*-

FOR USSC USE ONLY: Prior Probation Code: C P R X Spring GPA ________ Cumulative GPA ________

Spring Credits: Attempted _____ Completed ______. Q.C. Credits: Attempted ______ Completed ________

Comments: ____

Approved _______ Denied _______ Date: ____________ E-mail/Letter Sent: ___________