**Graduate Restart Program Petition and Acknowledgement**

The Graduate Restart procedure is designed to allow returning students who performed poorly in their initial attempt at graduate studies to have a fresh start toward meeting graduation requirements for a degree or credit-granting certificate.

A graduate student who has not been enrolled at UT Tyler for at least 12 months prior to readmission may petition the Dean of the Graduate School to remove from his/her graduate cumulative grade point average all grades earned during the student’s prior enrollment at the University. Thus, the student who re-enrolls under Graduate Restart automatically forfeits the right to use any of the previous graduate course work, including transfer work, toward the current degree requirements. Only courses attempted following readmission will be applied to the degree requirements.

* If the applicant is seeking readmission to the *original* program, this petition must be approved by the original degree program advisor, academic dean, and the Dean of the Graduate School.
* If the student is seeking admission to a *new* graduate program, the student must apply for that degree program and be approved through the appropriate academic department and college prior to readmission. This petition must be approved by the new degree program advisor, academic dean, and Graduate School dean.

**If readmission is granted under Graduate Restart, the following will apply:**

1. Enroll within one year (12 months) of the granting of the petition.
2. Maintain good academic standing according to the current graduate school policies.
3. Policies on probation and suspension apply differently to Graduate Restart students only in that suspension will result in dismissal from the University.

All hours attempted and all grades earned before and after Graduate Restart will remain on the student’s official, permanent academic record (transcript). Graduate Restart affects only the cumulative graduate grade point average. It will not remove evidence/documentation of the student’s overall academic history at the university.

A student may exercise the Graduate Restart option only once, regardless of the number of times the student enters/attends a graduate degree program at UT Tyler.

To be considered for Graduate Restart, students must submit this petition for reinstatement to the coordinator of the graduate program and provide a compelling justification for reinstatement. Students should explain how circumstances that impeded one’s success in graduate school have improved.

Students must submit all materials required for **full** admission to the program (GRE scores, recommendation letters, statement of purpose, etc.) Students must be fully admitted to a program to participate in Graduate Restart; no provisional or conditional admission is allowed.

A student should carefully review this handout to make sure that the terms of the program are understood. If the student agrees to the provisions of Graduate Restart, s/he should sign this acknowledgment form and submit it to the Office of Graduate Admissions. All required documents to support the application for admission must be submitted as well. For the Graduate Restart applicant, the catalog in effect at the time of the Graduate Restart application is effective. The Graduate Restart option is tied to the admission process and may only be requested at the time of readmission.

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**Graduate Restart Program Petition and Acknowledgement**

•I understand and accept the provisions of the Graduate Restart Program as described above.

•I acknowledge that I will not receive credit for any UT Tyler graduate courses completed prior to Graduate Restart.

•I certify that I have provided a complete and accurate record of my academic history with this petition.

Justification for Reinstatement:

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| --- | --- | --- |
| Student Name (Printed)  | Student Signature  | Date  |
| Student ID  | Approve Deny  | Term  |
| Academic Advisor Signature  | Approve Deny  | Date  |
| Academic Dean Signature  | Approve Deny  | Date  |

Graduate Dean Signature Date

The University of Texas at Tyler Office of Graduate Admissions STE 345 Phone: 903-566-7457 | ogs@uttyler.edu | Fax: 903.566.7492