The University of Texas at Tyler
Graduate Student
Suspension Petition for Readmission

STEPS TO BE COMPLETED BY STUDENT:

1. Complete section A and attach a copy of your U.T. Tyler transcript to this form.
2. Schedule a meeting with your academic advisor to complete Section B and complete a Registration Form for your approved courses; you will not have access to self-service enrollments while on Academic Suspension.
   • If not admitted to a degree program, or seeking to change programs, schedule an appointment with the Dean of Graduate School and complete Section D.
3. If admitted to a degree program and on First Suspension, schedule an additional meeting with your academic dean to discuss and complete Section C.
   • Students on Second Suspension must also meet with the Dean of Graduate Studies.
4. Return completed petition and your Registration Form to the One-Stop Service Center (STE 230).

Name: _______________________________________ Student ID Number: ________________
Major: ____________________________ Semester: ☐ Fall ☐ Spring ☐ Summer Year: 20____
Primary Phone Number: _________________ Alternate Phone Number: __________________

Section A: Please summarize how you arrived at this point in your education. Please list how you plan to change your academic status. Complete a Change of Program Form if planning to change programs.

Student’s Signature: ___________________________________________ Date: ____________
International Counselor: __________________________ Date: ____________

(Required for all International students)

NOTE: Once completed, this form is valid for a single semester only. Revised: 02/2020

Notice about Information Laws and Practices
With few exceptions, you are entitled on your request to be informed about the information The University of Texas at Tyler collects about you. Under Sections 552.021 and 552.023 of the Texas Government Code, you are entitled to receive and review the information. Under Section 559.004 of the Texas Government Code, you are entitled to have The University of Texas at Tyler correct information about you that is held by us and that is incorrect, in accordance with the procedures set forth in The University of Texas System Business Procedure Memorandum 32. The information that The University of Texas at Tyler collects will be retained and maintained as required by Texas records retention laws (Sections 441.180 or ss. of the Texas Government Code) and rules. Different types of information are kept for different periods of time.
Section B
Academic Advisor: _______________________________ Appointment Date: ____________
Recommendations: (May include support services, counseling, advisor meetings, or enrollment restrictions.)

☐ Readmit  ☐ Readmit with Restrictions  ☐ Do not readmit

Advisor / Department Chair Signature: ____________________________________________ Date: _______

For Which Semester/Year: ___________________________ One (1) semester only

Section C
Academic Dean: ________________________________
Appointment Date: ______________
Recommendations:

☐ Readmit  ☐ Readmit with Restrictions  ☐ Do not readmit

Dean’s Signature: ________________________________ Date: ______________

Section D
Dean of Graduate Studies: ________________________________
Appointment Date: ______________
Recommendations:

☐ Readmit  ☐ Readmit with Restrictions  ☐ Do not readmit

Dean of Graduate Studies: ________________________________ Date: ____________

Return completed petition and Registration Form to One-Stop Service Center (STE 230).

#### OFFICE USE ONLY

Holds:  ☐ No holds  ☐ Hold(s) still pending as-of date: ______________ (Return form to student)
Completed by: ___________________________ Date: __________________

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