Reinstatement Policies and Procedures

A student who has been academically dismissed may not be reinstated until at least one academic semester has elapsed (for this purpose, summer session is not considered a term). A student who has been academically dismissed more than once may not be reinstated until at least two academic semesters have elapsed.

A petition for reinstatement (pages 2-4) must be submitted to the Academic Standards Committee of the college in which enrollment is desired at least 45 days before the beginning of the semester. Transferring the petition to another college after the deadline, when denied reinstatement in one college, is not considered within the deadline.

Deadlines for submitting reinstatement petitions to the Ivy College of Business are as follows:

<table>
<thead>
<tr>
<th>Entry Date</th>
<th>Deadline</th>
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<tbody>
<tr>
<td>Summer 2024</td>
<td>Friday, March 15, 2024</td>
</tr>
<tr>
<td>Fall 2024</td>
<td>Monday, June 3, 2024</td>
</tr>
<tr>
<td>Spring 2025</td>
<td>Friday, November 1, 2024</td>
</tr>
<tr>
<td>Summer 2025</td>
<td>Friday, March 14, 2025</td>
</tr>
<tr>
<td>Fall 2025</td>
<td>Monday, June 2, 2025</td>
</tr>
<tr>
<td>Spring 2026</td>
<td>Monday, November 3, 2025</td>
</tr>
</tbody>
</table>

If it has been a year or more since you were last enrolled at Iowa State University, you must also complete a Reentry Application. The application and additional information can be found at [https://www.registrar.iastate.edu/students/reentry](https://www.registrar.iastate.edu/students/reentry).

Please consult the current [University Catalog](https://www.registrar.iastate.edu/students/reentry) for complete information regarding Academic Standards and Procedures.
Ivy College of Business Reinstatement Petition

Reinstatement is not automatic. The reinstatement petition should be completed thoughtfully and with detail.

Name ____________________ Current Email Address _____________________ University ID ____________________
Current Address _________________________________________________ Current Phone Number ____________________
Term you wish to return _______________ Major you wish to pursue _______________

1. Why do you wish to return to the Ivy College of Business?

2. Please note the reasons for your previous academic performance and how you have eliminated or are/will be addressing each of these. (If physical or mental health concerns were a factor and you sought treatment, please include documentation from your physician or counselor that includes a brief explanation of your progress and ability to be successful upon return. This information will remain confidential.)
3. If you have been dismissed from ISU more than once, please explain what caused you to not be able to fulfill the conditions of your previous Reinstatement Agreement.

4. List any employment since being dismissed from ISU and the number of hours worked per week.

5. List any other college/university attendance since being dismissed from ISU; include dates of attendance and courses taken. (Contact that college/university to request an official transcript be sent electronically to etranscript@iastate.edu or by mail to the Office of Admissions, 100 Enrollment Services, Iowa State University, Ames, IA 50011-2011. In the meantime, you can include a screenshot of your transcript.)
6. If you are currently taking classes at another college/university, please ask each of your instructors to email Pat Oswald (poswald@iastate.edu) noting your current academic standing in their class.

7. Please include classes you wish to take your first semester back. If you are able to open AccessPlus, you may run a degree audit to review remaining degree requirements. Contact your Ivy College of Business academic advisor or ivy_ugp@iastate.edu for an academic advisor's contact information if you have questions.

8. If reinstated, what do you plan to do differently to ensure academic success when you return to Iowa State University?

With my signature, I acknowledge that I understand that reinstatement places me in academic reinstatement standing during the first term, and prohibits transfer to another college at Iowa State University during that term. This standing makes me subject to the academic probation regulations stated in the current catalog.

Student Signature ________________  Date _______

Email your completed petition and any supporting documents to ivy_ugp@iastate.edu, or mail to Academic Standards Committee, Ivy College of Business, 1200 Gerdin Business Building, 2167 Union Drive, Iowa State University, Ames, IA 50011-2027.

Questions? Contact Pat Oswald at poswald@iastate.edu or (515)294-8300.

Updated 2.07.24