

3357:13-14-711 Readmission Procedure for Academically Suspended Students

- (A) Students who have been suspended from North Central State College for academic reasons and who wish to be readmitted must petition for readmission. The petition must be submitted at least four weeks before the first day of classes for the semester the student wishes to enter.
- (B) A student suspended for the first time must remain out of school for a minimum of one semester, including summer. (For example, if academic suspension was at the end of spring semester, the student may not attend summer semester and may petition for readmission to fall semester.) A student suspended for a second time must remain out of school for three consecutive semesters (12 months). A third occurrence will result in academic dismissal. A student who has been academically dismissed will not be readmitted to North Central State College unless there are documented, extenuating circumstances.
- (C) A student petitioning for readmission must submit a Request for Academic Readmission form. The form is also available on campus at the Welcome Desk in Byron Kee Center for Student Success or by calling 419-755-4800. The petition must be submitted to the office of the Vice President for Academic Services at least four weeks before the first day of classes for the semester the student wishes to enter.
- (D) The request will be reviewed by the Student Success Center Reinstatement Advisor and by the student's academic department dean or assistant dean. For undeclared or unassigned students, the second reviewer may also be the faculty advisor. If both college reviewers do not agree upon approval of the request for readmission, then the Vice President for Academic Services will determine final disposition.
- (E) The student will be notified of approval or denial of the request. Students approved for readmission will be placed on Probation Level 3 and will work with Student Success Center staff to create and implement an academic contract for success.

Effective: July 1, 2012

Expires: July 1, 2024

Review Dates: 7/1/02, 7/1/07, 7/1/12, 8/20/19