

The University of Texas at San Antonio College of Liberal and Fine Arts
APPEAL FOR EARLY REINSTATEMENT

Students who have a **documented, non-academic, extenuating circumstance** which prevented their academic success may petition for early reinstatement into the University by submitting an early reinstatement packet. **Early reinstatements are very rare—most appeals are denied.**

Directions: Complete this Waiver by providing answers to all questions. PLEASE NOTE this Waiver is for first time dismissals and ONE semester only. This form must be completed and submitted to the COLFA Dean's office, MH 4.01.23, within 5 calendar days prior to the start of the semester.

Last Name: _____ First Name: _____

myUTSA ID _____ Banner ID @ _____

Email: _____ Phone: _____

Semester to be Reinstated: _____ Expected date of graduation: _____

Major: _____

Why do you believe the requested waiver is warranted? Please attach a detailed explanation for your dismissal, and attach all documentation of any extenuating circumstances. If illness is used as a reason, a statement from a physician should be attached. Specify how you can prevent the recurrence of low academic performance in the future – what strategies you will use to be successful in the next term?

CONDITIONS FOR REINSTATEMENT: If reinstated, I agree to follow the reinstatement recommendations of the Reinstatement Committee. Any deviations must be approved by the Advisor and Associate Dean.

Student Signature: _____ **Date:** _____

This Waiver has been _____ Approved _____ with conditions

_____ Disapproved

Dean Signature: _____ Date: _____

NOTE: Due to FERPA and the high volume of Petitions received, please do not contact the COLFA Dean's office for a status update on your Waiver.