

ANTIOCH UNIVERSITY

Academic Standing Appeal

Student Information

Complete all questions below, and forward to your academic advisor no more than **5 business days** from the date of the notification of withdrawal from the Registrar's office.

Student ID: _____

Student Name: _____

Academic Program: _____

Advisor Name: _____

See the notification letter you received from the Registrar's Office to complete the following questions if applicable:

Term completion ratio: _____

Cumulative completion ratio: _____

Please complete the following items:

Registered or anticipated courses and credits for upcoming term (list all courses and credits):

What are the factors that have contributed to your current academic standing status? Be aware that documentation may be required. Please be specific.

If allowed to continue for another term on probation, what will you need to do to achieve academic success? Please be specific.

Do you have additional information to convey to your advisor? If so, please use the space below.

Student Signature*: _____ Date: _____

**Note: Your electronic signature is acceptable in lieu of a hard signature if provided via an antioch.edu email account.*

Once complete, forward to your advisor. Your advisor may require a conversation with you before they can make a recommendation. They may also request documentation of specific claims that you make.

Advisor Response

Your advisee has been recommended for withdrawal due to not meeting Antioch's Academic Standing standards. They are appealing this recommendation and requesting an additional term on probation. You may require a conversation with your advisee. You may also require documentation to support specific claims made by your advisee if you feel it is appropriate. Please complete this form and forward to registrar@antioch.edu no more than **5 business days** after receipt from the student. Please note: AULA advisors must forward their recommendations to the Academic Appeals Committee, Attn. Emeé Dacanay

Do you approve of granting the student a probationary term?

Yes

No

If no, please provide a brief explanation of your decision not to approve another probationary term. This information will be shared with the student.

If yes, are there changes you request the student make to their academic schedule for the coming term?

If yes, are there resources you believe would improve the student's academic performance?

Some students may need to be placed on Academic Plan Probation rather than Probation. An academic plan is required when it is not possible for the student to return to good academic standing by the end of the probationary term. The plan to return to good standing may not exceed 3 terms.

If a plan is required, it must be submitted to the Registrar's Office **prior to registering for the next term. Please indicate academic plan will be required:**

- Yes
- No

Advisor Signature*: _____ Date: _____

**Note: Your electronic signature is acceptable in lieu of a hard signature if provided via an antioch.edu email account.*