

# ACADEMIC APPEAL FORM

In order to appeal your dismissal for unsatisfactory academic performance or for readmission to Xavier University of Louisiana, you must fill out this form and answer the questions on the following pages. Incomplete forms will not be reviewed. The University Appeals Committee only meets in July so a student who is academically dismissed after the fall semester is unable to file an appeal for readmission in the immediate following spring semester. Mail or submit completed forms to: Registrar's Office. Xavier University. 1 Drexel Drive. New Orleans, LA 70125 The deadline to submit your appeal is July 1<sup>st</sup>. **PLEASE READ AND COMPLETE THIS APPLICATION CAREFULLY**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Student I.D.: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Class: FR \_\_\_\_\_ SO \_\_\_\_\_ JR \_\_\_\_\_ SR \_\_\_\_\_

When were you dismissed from Xavier University? Semester \_\_\_\_\_; Year \_\_\_\_\_

You are applying for readmission to Xavier University for Semester \_\_\_\_\_; Year \_\_\_\_\_

## For Office Use Only

Complete Appeal Form: \_\_\_\_\_ Incomplete Appeal Form \_\_\_\_\_

### Committee's Decision:

Approved: \_\_\_\_\_ Denied: \_\_\_\_\_

### Recommendations/Reasons:

\_\_\_\_\_  
\_\_\_\_\_

Committee Chair's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**PLEASE PROVIDE THOUGHTFUL AND DETAILED ANSWERS TO THE FOLLOWING QUESTIONS.**

- 1. What factors or obstacles contributed to your unsatisfactory academic performance and dismissal?**

2. **What specific steps will you undertake to improve your academic performance and prevent another dismissal?**

3. **What other strategies will you pursue in order to achieve and maintain academic success? (Optional)**