



# Suspension Appeal

**Bring this form to your appointment with a counselor.**

**Please print clearly**

Name \_\_\_\_\_ Student ID# \_\_\_\_\_

LSC e-mail address \_\_\_\_\_ Program \_\_\_\_\_

Current Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP \_\_\_\_\_ Phone \_\_\_\_\_

I wish to enroll for: (circle) FALL SPRING SUMMER Year \_\_\_\_\_ Cell \_\_\_\_\_

Phone messages may be left for me at the above number(s): (circle) YES NO

**Do you request that this appeal include consideration for financial aid eligibility?** \_\_\_\_\_ Yes \_\_\_\_\_ No

**NOTE:** Financial aid eligibility consideration requires documentation of extenuating circumstances that contributed to suspension.

**If financial aid eligibility is denied, do you still want to be considered for enrollment?** \_\_\_\_\_ Yes \_\_\_\_\_ No

**Documentation:** Please attach official/professional documentation and indicate what has been provided by checking the appropriate box(es) below.

- Certification of Immediate Family Member's Death
- College/University Transcripts (*demonstrating academic success since the suspension*)
- Employer Recommendation/Verification of Hours (*must be signed, dated and on business letterhead*)
- Legal Documentation (*court proceedings or orders, police report, etc*)
- Letter(s) of Recommendation (*must be signed and dated*)
- Medical Treatment Documentation (*must include date(s) of treatment*)
- Other: \_\_\_\_\_

**The following four items must be fully addressed in written format, prior to meeting with a counselor, using additional sheets:**

1. Please explain why you were not able to meet the satisfactory progress requirements, **addressing each term** during which your GPA fell below 2.0 and/or your completion rate was less than 67%.
2. What has changed in your life to allow you to be successful at Lake Superior College?
3. Define your academic and career goals.
4. What is your plan of action to accomplish these goals?

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

*For Counselor Use ONLY:*

- First Suspension       Second or Subsequent Suspension

**Counselor Comments and/or Recommendations:**

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- |  |   |
|--|---|
| <input type="checkbox"/> Regular meetings with counselor | <input type="checkbox"/> Regular visits to Learning Center  |
| <input type="checkbox"/> Regular meetings with advisor   | <input type="checkbox"/> Meet with Disabilities Coordinator |
| <input type="checkbox"/> Credits limited to _____        | <input type="checkbox"/> Other: _____                       |

**Counselor Signature:**

**Date:**

**Suspension Appeal Results: *Request for academic reinstatement to probation status***

**No Action      Denied      Granted      for: Spring      Fall      Summer      Year \_\_\_\_\_**

**\* NOTE:      Student must earn a "B" or better if registering for only one course upon return.**

**Conditions:**

- |  |   |
|--|---|
| <input type="checkbox"/> Regular meetings with counselor | <input type="checkbox"/> Regular visits to Learning Center  |
| <input type="checkbox"/> Regular meetings with advisor   | <input type="checkbox"/> Meet with Disabilities Coordinator |
| <input type="checkbox"/> Credits limited to _____        | <input type="checkbox"/> Other: _____                       |

**Rationale for Board Action:**

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\_\_\_\_\_  
Dean of Students Signature      Date

\_\_\_\_\_  
Dean of Liberal Arts & Sciences Signature      Date

\_\_\_\_\_  
Registrar Signature      Date

\_\_\_\_\_  
Financial Aid Director Signature      Date

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**Suspension Appeal Results: *Request for financial aid reinstatement:***

- |  |  |
|--|--|
| <b>No Action      Denied      Granted</b>  | <input type="checkbox"/> Discuss petition process with advisor |
| <input type="checkbox"/> Current attempted credits exceed 150% rule  | <input type="checkbox"/> No financial aid for repeat courses   |
| <input type="checkbox"/> Eligibility will be reinstated once LSC cumulative GPA is at least 2.0 and cumulative completion rate is at least 67% |  |

**Rationale for Action:**

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**Financial Aid Director Signature**

**Date**