



DATE

NAME

ADDRESS

Dear NAME:

Thank you for meeting with me. As we discussed, I am pleased to grant your appeal for re-admission from academic suspension. Your transcript will read that an appeal for your suspension was granted. Your re-admission is subject to the following stipulations:

- Complete a general education math class this fall. You will speak with Jenelle Cuttita, the Math Success Navigator, about a plan for success in your math class this fall.
- Find a system to keep yourself on track this fall. We discussed the possibility of using a planner and/or setting deadlines and reminders in your phone to keep you on track.
- Meet with your assigned advisor, [insert advisor], throughout the term. It is your responsibility to request an appointment with your advisor. To schedule an appointment, call the Advising Office at 410-386-8435 or email [advisor email]. Check in if you find yourself in need of additional help or encouragement.
- Seek tutoring for your courses as soon as needed by contacting your instructor(s) and the Academic Center. The Academic Center may be reached by calling 410-386-8300. As we discussed, tutoring for your math class will be especially helpful.
- Be aware of the last day to drop or withdraw from your courses. I strongly encourage you to speak with your advisor if you are having trouble in a class or are considering withdrawing – we are here to help you make an informed decision about your classes.

Under our suspension policy, as long as you earn a **term** GPA of 2.0 or higher, if suspended again, your appeal will be immediately granted. Should you have any questions or if I can be of any help to you, please contact me at ([advisor email](#)) or **ADVISOR PHONE NUMBER**.

Best wishes in your studies,

Advisor NAME

Academic Advisor

CC: anyone mentioned