

HOW TO APPEAL: Readmission following Dismissal

A student who has been dismissed and wishes to return to Clemson may appeal to the Academic Eligibility Appeals Committee for readmission. The student must have been away for at least one full calendar year. Re-entry is **not** guaranteed. Write a letter to the committee addressing the following:

1. Reasons for any former academic difficulty, and reasons you now feel ready to earn your degree. If you had a serious personal issue that inhibited your success, describe how this issue has been overcome.
2. If you plan to change your major, tell what the new major will be, develop a plan of action as to how you will be successful in that major, and develop a relationship with an advisor in that major and ask if s/he will write you a letter of recommendation.
3. If you do not plan to change your major, develop a plan of action as to how you will be successful in your current major, and develop a relationship with an advisor in your major department and ask if s/he will write you a letter of recommendation.
4. State how many hours you have left to graduate and reasons why you feel that you can meet all degree requirements within a reasonable length of time.
5. Highlight any academic progress you've made while away from Clemson. Include unofficial transcripts.
6. Specify the things you will do to raise your grade point average. Note that if you do not meet academic standards upon return you will be permanently dismissed from the university.

Please keep the letter concise -- one or two pages. All letters should be sent in Microsoft Word or .PDF format, with correct spelling, grammar, and punctuation. The letter should be as professional as possible.

Your letter **MUST** include the following information at the top:

- Your name
- CUID number
- Telephone number
- E-mail (g.clemson preferred)

*****if any of this information is excluded, then your appeal will not be complete and will not be presented to the committee.*****

Letters of recommendation are important. You are strongly encouraged to submit a letter from your academic advisor, instructor, employer, etc. in support of your continued enrollment. Those writing letters of recommendation must **EMAIL** their letter to UGSeligibility@clemson.edu by the deadline. Please submit only 1 to 3 letters of recommendation.

APPEALS WILL BE GRANTED ONLY IN THE MOST EXCEPTIONAL CASES.

ADDRESS YOUR APPEAL TO:

Academic Eligibility Appeals Committee

EMAIL YOUR APPEAL TO:

UGSeligibility@clemson.edu

All APPEALS MATERIALS DUE:

For Summer 2024 enrollment: April 12, 2024 at 12:00 noon
For Fall 2024 enrollment: August 12, 2024 at 12:00 noon
For Spring 2025 enrollment: December 30, 2024 at 12:00 noon

Appeals for Financial Aid are separate from Academic Eligibility Appeals and must be handled through the Financial Aid Office. E-mail that office at finaid@clemson.edu for more information.