

Academic Dismissal Appeal

Students who have been dismissed for failing to meet the standards of academic progress may appeal the dismissal by completing the following steps:

Step 1: Complete this form (Sections A through D)

Step 2: Sign and date this form (Section E)

Step 3: Submit this form, and any supporting documentation, to their Student Support Advisor (SSA) or directly to academic_appeal@devry.edu.

Appeals must be received by the date indicated on the academic dismissal notification letter.

SECTION A: Student Information

Date Submitted: _____ DSI #: _____ Program of Study: _____

Last Name: _____ First Name: _____ Last Session of Attendance: _____

Phone: _____ Email: _____ Desired Session of Attendance: _____

SECTION B: Circumstance(s) that Led to Academic Dismissal

Check all that apply.

<input type="checkbox"/> Personal illness or accident	<input type="checkbox"/> Military duty
<input type="checkbox"/> Illness or accident of immediate family or family member	<input type="checkbox"/> Required to relocate
<input type="checkbox"/> Loss of employment	<input type="checkbox"/> Birth or adoption
<input type="checkbox"/> Required out-of-town travel or overtime work	<input type="checkbox"/> Loss of childcare
<input type="checkbox"/> Loss of housing	<input type="checkbox"/> Death of immediate family or family member
<input type="checkbox"/> Marriage or divorce	<input type="checkbox"/> Incarceration
<input type="checkbox"/> Natural disaster	<input type="checkbox"/> Other

SECTION C: Explanation of Circumstance(s) that Led to Academic Dismissal

Clearly explain each of the circumstances indicated above that led to your academic dismissal and the progress you have made in resolving them. If additional space is required, please attach to this appeal. Supporting Documentation may be submitted to further explain progress toward resolution of your circumstances(s). If no supporting documentation is provided, you may be contacted to provide such documentation which could delay the review of your appeal. A list of suggested supporting documents is included in the academic dismissal notification.

SECTION D: Plan for Improvement

Provide a plan for improvement that includes an explanation of the changes that you have made that will lead to academic success in your future courses. If your academic dismissal included course repeat violation, the plan for improvement should mention the course name(s) and why you believe you will be successful in a future attempt if the appeal is approved. If additional space is required, please attach to this appeal.

VA Disclaimer: The Department of Veterans Affairs requires that educational assistance benefits to veterans be discontinued when the student is in Academic Dismissed status.

SECTION E: Student signature

Sign and date the form. By signing this form, I attest that I have not provided any false or misleading information.

Student Signature: _____ Date: _____