



ACADEMIC DISMISSAL APPEAL (RE-INSTATEMENT)

Students who are academically dismissed and feel that particular circumstances warrant reconsideration of their status may complete this form for consideration of their appeal. Petitions should be well organized, include the reasons why the student had previous academic difficulty, and explain why the student now feels he/she can be successful if readmitted. Students who are reinstated will be readmitted on probationary status, and therefore, are not permitted to participate in HCC clubs or intercollegiate athletics until they are no longer on probation. Students who are readmitted must earn a 2.0 grade-point average for the semester of readmission. After that, students may be retained and put on academic probation.

Please type or print neatly. Please attach any supporting documentation (proof of a medical condition, counseling, death in family, etc.), or letters of reference attesting to your maturity or work performance. You may also write additional information on the back of this form.

Name: _____
(last) (first) (middle initial)

Student ID #: _____ Date of Birth: _____ Former Name: _____

Address: _____
(street) (city) (state) (zip)

County: _____ Telephone: _____

Is this the first time you have been academically dismissed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
What is your intended enrollment status?	<input type="checkbox"/> Full-time	<input type="checkbox"/> Part-time
What is your academic program or major?		
What factors contributed to your academic difficulty?		
Why do you feel you can be successful if readmitted?		
What steps are you going to take to improve your academic performance?		

Signature of Student

Date

By mail Records Office, 11400 Robinwood Drive, Hagerstown, MD 21742
Fax 301-791-9165
Email records@hagerstowncc.edu
In person Administration and Student Affairs Building, (ASA), Room 403

Revised 6/4/18