

Petition to Waive Suspension or Readmit after Suspension



WPI

Office of the Registrar
100 Institute Road, Worcester, MA 01609
Ph: (508)-831-5211
Fax: (508)-831-5931

Instructions:

1. Complete Part I.
2. Complete Part II.
3. Submit the completed form to the Registrar's Office.
4. The petition will be forwarded to the Committee on Academic Operations (CAO), who will make the final decision.

Part I (Please Print):

Name: _____ Student ID: _____
Email: _____ Telephone: (____) _____

Select one and check term of return:

Waive Academic Suspension

Submission deadlines (all documentation must be submitted by):

For A-term – Deadline in suspension letter ___

For C-term – Deadline in suspension letter ___

Readmit after Academic Suspension

Submission deadlines (all documentation must be submitted by):

For A-term – August 1 ___

For C-term – December 1 ___

For E-term - May 1 ___

Select one: I would like to return ___ Full-time ___ Part-time

Part II:

Attach a letter clearly explaining the following:

1. What accounted for your academic difficulty leading to suspension.*
2. Why you believe you are now better prepared to resume your studies. If applicable, please discuss academic and non-academic activities that you may have participated in while away from WPI.
3. Include supporting documentation that shows evidence to support that you are ready to resume your studies. Examples might include official transcripts of coursework taken elsewhere, letters from employers, or documentation of other efforts you may have undertaken to help CAO make the most informed decision about your petition. If you have incomplete grades (I) in the semester for which you are petitioning your academic standing that you are working to complete please provide an email from your professor documenting your progress and expected completion time frame for the course.

* If you wish the committee to take into consideration medical/psychological factors, you may have your health provider submit the [Petition Support Documentation form](#) (available at www.wpi.edu/+registrar) to the Student Development and Counseling Center. The form will be reviewed by the appropriate WPI professional health care staff, who will make a recommendation to CAO for consideration during the review process. The form itself will be kept confidential; only the recommendation will go to CAO. *If you plan to submit this additional documentation, please check the box below to alert staff to hold your petition. Once the recommendation is received, your petition will be forwarded to CAO. Please do not send any medical documentation directly to the Registrar's Office.*

Yes, I plan to provide the [Petition Support Documentation form](#).

Office Use Only

Approved Rejected Decision Date: _____