

Undergraduate students who were academically disqualified following the Spring 2023 semester may appeal to request an additional semester on academic warning. A committee will consider the following questions when reviewing appeals:

- Did the student make academic progress while on academic warning?
- Did the student provide documentation of extenuating circumstances that led to academic disqualification?
- Did the student make tangible changes that led to academic success?
- Did the student participate in the Strategies for Academic Success Intervention Program or meet with an academic advisor to discuss academic warning?

*Note: Successful appeals must demonstrate that the student experienced extenuating circumstances that led to academic disqualification. Students whose Spring 2023 term GPA is not 2.0 or above, are not likely to be granted an additional semester on academic warning. Appeals may be approved with conditions, including but not limited to one or more of the following stipulations: change major, take an educational leave, meet with an academic advisor, etc.*

### Online Disqualification Appeal Form

Appeals of academic disqualification must be submitted via the online form on [UCUA's website](#)\* by 11:59 p.m. on Sunday, June 18, 2023.

\*The online form will be accessible on the day disqualification emails are sent to students. Please note that appeals must be submitted by the deadline. Appeals that are in progress at 11:59 p.m. on June 18th will be terminated. Incomplete appeals will not be reviewed. Students who successfully submit an appeal will receive a confirmation email to their BeachMail (@student.csulb.edu) account with a summary of their responses.

The online appeal of disqualification form contains five general sections:

- 1) Student Information: Students will be required to access the appeal form by logging in to their CSULB Single Sign-On account. Basic identifying and contact information will be collected via this process.
- 2) Spring 2023 Grades: Term GPA and course grades will be reported in this section.
- 3) Explanation of Circumstances: It is the student's responsibility to help the committee understand the extenuating or catastrophic circumstances that led to their academic difficulties. Students should be prepared to answer the following two questions: 1. What extenuating or catastrophic circumstances led to your academic difficulties? and 2. What changes have you made that will lead you to improve your GPA next semester? *Responses must be typed directly in the spaces provided in the online form and will be restricted to a maximum of 1,000 characters each (about a paragraph). Do not upload a personal statement.*
- 4) Fall 2023 Plan: Students are required to submit a proposed Fall 2023 class schedule. Their plan must include a brief outline of the changes they will make next semester if their appeal is approved.
- 5) Supporting Documents: Students are only required to upload a copy of their unofficial CSULB transcript. Students may also upload supporting documentation that explains circumstances related to the student's academic performance (i.e. letters or other documents from medical and healthcare providers, academic advisors, counselors, employers, etc.).
  - All supporting documents must be uploaded as attachments to the online appeal form. Students will not be allowed to submit additional supporting documentation after submitting their appeal.

### Appeal Decision

Students will be notified of the committee's decision in mid-July. Approved students should contact the appropriate advising center to discuss their class schedule, conditions (if any), and remove any advising holds that may have been placed on their record. Classes begin on Tuesday, August 22, 2023. Students who appeal disqualification and are denied an additional semester on academic warning, are strongly encouraged to view the [reinstatement workshop presentation](#) to learn about the reinstatement application procedure and minimum eligibility criteria required to be considered for readmission.