



SSU Reinstatement Policy

Students must show documented academic progress and meet the following conditions before petitioning to the University Standards Committee for reinstatement:

- 1. Complete at least 12 graded semester-units at another accredited college or university, or through the Open University program at SSU.**

When choosing courses to take, undergraduate students should, whenever possible:

- Repeat courses with grades of C- or below, starting with F graded, then D graded courses.
- Complete any General Education areas that are not complete.
- Fulfill lower-division course requirements for the student's major.

- 2. Pass transferable units taken after disqualification from SSU with an average GPA of 2.0 or better.**

In some cases, undergraduate students may not be able to take equivalent courses to raise their SSU or cumulative GPA to the required level without returning to SSU (such as upper division students). In that case, the student should clearly outline the circumstances preventing the raising of their GPA in the reinstatement petition. The University Standards Committee *may*, in that case, reinstate a student conditionally.

- 3. Endeavor to raise the student's SSU and cumulative GPAs to a 2.0 or better.**

- 4. If you have been away from SSU for two semesters or more, you must meet SSU's current admission standards. If you have over 60 units at the time of reinstatement, you must meet the requirements for upper-division transfer.**

Graduate, credential, or post-baccalaureate students who have been disqualified must first reapply to their department, then file their petition for reinstatement and reapply to the University for admission.

All students who are seeking reinstatement are **required** to meet with the Reinstatement Coordinator in the Office of the Registrar for reinstatement advising **prior** to submitting their reinstatement packet. To request an advising appointment, please email the Reinstatement Coordinator at reinstatement@sonoma.edu.

Disqualified students who are approved to return to SSU will be admitted on a conditional basis and must meet any requirements or conditions stated in the Reinstatement Letter supplied by the chair of the University Standards Committee.

REINSTATEMENT PACKET DEADLINE

Complete packets must be received by the Reinstatement Coordinator by the following deadlines:

For **SPRING** reinstatement, all reinstatement packet materials must be submitted by → **OCTOBER 1ST**

For **FALL** reinstatement, all reinstatement packet materials must be submitted by → **MARCH 1ST**

REINSTATEMENT CHECKLIST

	<p>1. Consult with the Reinstatement Coordinator to ensure that you are taking or have taken the proper coursework while away from SSU.</p> <ul style="list-style-type: none"> → Complete at least 12 graded semester-units away from SSU → Pass transferable units with an average GPA of 2.0 or better → Endeavor to raise SSU and cumulative GPAs to a 2.0 or better
	<p>2. Complete the Reinstatement Petition.</p>
	<p>3. Complete a Personal Statement for the University Standards Committee. The letter should be typed and should explain in detail what led to your academic disqualification and what actions have been taken since your disqualification. Please state why you feel you are now prepared to be successful at SSU. This statement should be included in the Reinstatement Petition above.</p>
	<p>4. Complete the Academic Advising Support Form in conjunction with your major's Department Chair or appropriate advisor. If you are returning as a declared major, your Academic Advising Support form must be signed by your major's Department Chair. If you are changing majors, the form must be signed by the Department Chair in your new major. If you are undeclared, the form can be signed by the Reinstatement Coordinator or an undeclared advisor in The Advising Center.</p>
	<p>5. If you are changing majors, complete the Change of Major form. It must be submitted online to the Office of the Registrar prior to the submission of your Reinstatement packet.</p>
	<p>6. If you are repeating courses that Sonoma State University does not have an approved articulation for on Assist.org, you will need to file Repeat of Course Exception forms.</p>
	<p>7. Submit official transcripts of all coursework taken and completed since your disqualification. Speak to the Reinstatement Coordinator about how to submit transcripts.</p>
	<p>8. If you have been away from SSU for two semesters or more, you must also apply for readmission. You must reapply online at Cal State Apply.</p> <ul style="list-style-type: none"> → For the Spring Application period, please check Application Dates & Deadlines. → For the Fall Application period, please check Application Dates & Deadlines. → If the deadline has passed: You must submit a Late Application or contact the Office of Admissions for further information. You can submit a late application here.