



Petition for Reinstatement or Readmission for Academically Suspended Students

Reaching for the STARS: Steps Toward Academic Responsibility and Success

Students seeking enrollment for a semester immediately following academic suspension must petition for reinstatement. Students seeking entry to the College of Business, after leaving SIU for two consecutive semesters (excluding Summer terms), or changing majors from a non-business major, may be asked to petition for admittance based on previous academic performance.

Students who have demonstrated academic potential in the past, *may* be offered the STARS program as a condition of acceptance. The College of Business STARS program is a supportive retention program for students who have demonstrated previous academic difficulty for the first semester returning to the College.

Students must complete the STARS application and agree to the terms of the program in order to have their application considered for return to the College of Business.

The College of Business reinstatement/readmission policy includes:

- The College *generally* requires a non-enrollment period of two consecutive semesters.
- Students who have been scholastically suspended more than **twice** will be denied reinstatement or readmission.
- Any student approved for reinstatement or readmission for on-campus majors, must agree to the STARS program (as outlined below) as condition of acceptance.
- Students may not withdraw from any course, have an incomplete grade at the end of the semester, or earn any grades less than a "C."

If the STARS plan or basic policy is not met at any point during **or** at the end of the semester, students may be administratively withdrawn, suspended, or have their admittance status revoked from the College of Business and/or the University. Extenuating circumstances may be considered.

*Please note: The process to be academically readmitted is **not** associated with Financial Aid progress or probation. Admittance into the College of Business and the STARS program does not guarantee Financial Aid probation acceptance.*

The process for petition for reinstatement following the separation period after a scholastic suspension:

1. Apply for the College of Business from www.siu.edu.
2. Review the basic STARS plan requirements.

3. Submit a personal statement. This should indicate reasons for past academic difficulties. The statement should also contain personal goals for education and changes to implement which will ensure restoration and maintenance of good academic standing.

Please note: The essay will be the primary piece of information upon which we will base our decision. Address all the topics in the question while using proper English and essay structure.

4. If you agree to the terms of the basic plan, please submit your statement, *STARS* plan acceptance form. Upon receiving your acceptance form, we will contact you to schedule an appointment. **All communication will be done via email.**
5. The Collaborative Planning Meeting will outline the steps for the semester. After the Collaborative meeting, we will forward your acceptance on to admissions, with the terms for the academic plan.

Steps Toward Academic Responsibility and Success: Basic Plan

The *STARS* program is designed to be a supportive system for students previously scholastically suspended or applying to the College of Business after a suspension. It is broken down into the following areas: Collaborative Planning Meeting, Degree Progress Planning, Strategic Planning Meetings, and Assessment. Each step of the *STARS* program is designed for students, faculty, and staff to work together to encourage academic success.

Collaborative Planning Meeting

The first step after entering the *STARS* program is to schedule a meeting with the Director of Enrollment Management to discuss your personal goals for your education. This initial intake meeting will review steps of the probationary plan and setting corrective measures to implement throughout the semester including, but not limited to: planning and progress meetings, student readiness inventories and activities, tutoring, and counseling sessions.

Degree Progress Planning

Courses

In the meeting with the assigned probationary academic advisor, a degree completion plan will be created. This plan will show the remaining courses for the degree and in which semester each course should be taken. Students on probationary status are limited to 14 credit hours each semester they are on probation.

The degree completion plan should be used as the basis for the meeting between the student and department chair. The chair will review the plan and set individual course grade goals and an overall grade point average goal for the probationary semester.

Grade Point Average

In addition to required coursework, students must meet certain grading and GPA requirements for graduation. Graduation from the College of Business requires a minimum 2.0 GPA in all business prefix (ACCT, BUS, ECON, FIN, MGMT, and MKTG) courses taken at SIU. In addition, students must earn a minimum grade of “C” in each of the courses taken at SIU to satisfy the requirements for their major, and students must earn a minimum 2.0 GPA for those major courses. Keep in mind that it may be encouraged to repeat some courses in order to raise a GPA. Please review the Undergraduate Catalog for more specific details for graduation requirement.

It is advised that you work with your academic advisor in the College of Business very closely and review requirements of the Undergraduate Catalog.

Basic performance standards for all students in the *STARS* program include:

- **No withdrawals from any course**
- **No incomplete grades**
- **No grade lower than a C in any course**

Students who do not meet the basic performance standards will be placed on *Academic Suspension* and appeals will not be accepted by the College of Business for at least a year without extenuating circumstances.

Strategic Planning Meetings

The College is committed to helping students build a support network which includes faculty and staff. Students will be required to have planning meetings with areas in the College to assess progress in their *STARS* plan. Students will need to complete the Planning Meeting form and submit it to the Director of Enrollment Management to ensure progress indicators are completed.

Enrollment Management

Meetings will be held with the Director of Enrollment Management no less than three times a semester. Meetings will focus upon reinstatement/readmission application acceptance conditions; progress towards goals; and satisfactory progress of support programs. The first meeting of the semester will be held within the first two weeks of the semester, the second meeting during week eight, and the third during week 15. Additional meetings will be determined at the first three meetings. The final meeting of the semester will review if students have met the terms and conditions of the *STARS* Plan in order to remove the probationary status from their files, pending successful academic outcomes.

Students will be expected to participate and take an active role in the virtual retention tracking program, GradesFirst; career counseling sessions; and the Engage student readiness assessment. Other support programs may be determined at the initial collaborative planning meeting.

Academic Advisement

Students will meet with the assigned probationary plan advisor, Tabitha Stone, at least twice – once at the initial collaborative planning meeting and then prior to mid-term to discuss preregistration information. It is up to the student to schedule the second meeting and any additional meetings needed.

Department Chair

The departmental meeting should be scheduled by student with the appropriate academic department chair. After the initial meeting, the first regular meeting of the semester will be held within the first two weeks of the semester, the second meeting during week five, and the third during week eight. Additional meetings will be determined at the first three meetings.

Assessment

Students will be monitored by the Director of Enrollment Management. At, or shortly after the first meeting, a STARS plan will be constructed jointly by the student and the Director of Enrollment Management. Students must agree to the terms and conditions of the plan in order to finalize the reinstatement or reentry. All students will return to the College of Business on an academic probationary status. If the terms of the probationary plan are not met at the end of the semester, the student will be in violation of the standards of the reentry or readmission program and therefore placed on academic suspension, which would be in effect for two academic semesters (excluding Summer terms) before a student could reapply to the College.

