



Office of Graduate Studies
210 Koch Hall
Norfolk, VA 23529
Phone: (757) 683-4885
Fax: (757) 683-5499

Student Appeal Request Form
(Used to Appeal Departmental Reinstatement Decision)
G5

Student's Name: _____ UIN: _____

Graduate Program: _____ Graduate Status:
Degree Seeking
Non-Degree Seeking

The University Reinstatement Policy for Suspended Graduate Students provides a mechanism for obtaining reinstatement if certain conditions are met. Students should complete this Appeal Request Form after a written reinstatement request has been submitted to the Graduate Program Director and formal notification has been received that the request for reinstatement was denied.

- 1. Please provide justification for your request to appeal the denial of your reinstatement request. (Additional pages may be attached if necessary.)

- 2. When submitting this Appeal Request Form, make sure to include the following attachments:
Original Request for Reinstatement letter submitted to your Graduate Program Director
Supporting Documentation for your request

IMPORTANT: All documents regarding your appeal should be submitted at the same time. Documents presented after the initial package is received will not be considered.

By signing below, I acknowledge that the decision rendered by the Graduate Appeals Committee is final

Signed: _____
(Student's Signature)

Date: _____

