

Writing Your

**Academic   
Suspension Appeal**

|  |
| --- |
| **You are answering one main question:**  **Why should the Academic Policies Committee allow me to enroll next semester?**  **What evidence does the Committee want to see?**   1. Tell us what led to your suspension. Show us you understand what went wrong. 2. Describe your plan of action for each challenge. Show us how you can succeed academically. |

**Contents**

1. Your Information – Name & Academic Program
2. Goals: What degree do you want to earn? How will it help you reach your life goals?
3. Evaluation and Strategy:

*Describe what led to your academic suspension.*

*Here are some common topics for you to consider.*

* **Academic Habits**
  + Did you use OCU’s academic support program last semester?
  + What habits do you need to build?
  + What are your strategies?
* **Circumstances Around You** 
  + Plan of action to overcome these circumstances.
  + Actions you already taken.
* **Attitudes & Spiritual Life**
  + How did your attitudes and spiritual life affect your academics?
  + What has changed? What changes do you need to pursue?
* **Additional Comments**
  + Is there anything else you want the committee to know?
  + Was there anything OCU could have done differently to help you?
* **Summary: Why should the Committee allow me to enroll next semester?**
  + Have you shown us you are ready for a successful semester?
  + How does your plan address the important issues?
  + What actions have you already taken?
  + What new attitudes ensure your success?
* **Commitment: If your appeal is granted, how will you**
  + Put this plan into action?
  + Follow through with the commitments you’ve made?