

Student Name:	CSU ID#:
Academic Program (e.g. Education Degree Seeking)	

**REGULATIONS**

An undergraduate student is eligible for academic reassessment, after an absence of at least 24 consecutive months, if the student:

- (1) Returns to Cleveland State University with a cumulative CSU grade-point average of less than 2.00
  - (2) Successfully completes at least 15 semester credits with a CSU grade-point average of no less than 2.00 following the return (letter-graded courses only (A through F).
  - (3) Returns to Cleveland State University as a degree-seeking student. Non-degree seeking and post-baccalaureate students are ineligible for academic reassessment.
- If a student's academic record indicates more than one extended absence of at least one academic year, no fewer than 15 semester credits must be successfully completed following the most recent 24 month absence in order for academic reassessment to be granted.
  - An absence is defined as a period of time in which no enrollment activity, i.e., attempted or earned academic credit, is posted to a student's record.
  - Academic Reassessment will only be granted once.
  - A maximum of 30 credit hours may be reassessed.

**INSTRUCTIONS**

- (1) Complete this form
- (2) Obtain written approval from an academic adviser

**IMPORTANT NOTE: Submissions must be made within the first five weeks of the semester or summer immediately following the successful completion of at least 15 credit hours with a GPA of 2.00 or higher. A request for Academic Reassessment will not be considered if it is received after the submission deadline.**

Total credit hours to be reassessed: \_\_\_\_\_ (if over 30, attach list of courses to be reassessed)

Total credit hours completed after return: \_\_\_\_\_ GPA: \_\_\_\_\_

**APPROVALS**

**Adviser Name (please print):** \_\_\_\_\_

**Adviser Signature (required):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**\*Student Signature (required):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please submit to Campus411 All-in-1 in BH 116**

For the time period from Spring 2015 through Fall 2015 semesters, students previously advised on the former reassessment policy may be processed with the previous 1 year absence rule, provided documented advising notes, specific to reassessment, can be provided for review and support to the Registrar's Office. If the student falls into this category, the supporting documentation should be attached to this form. Documented advising notes dated after May 6<sup>th</sup>, 2015 will not be accepted for the 1 year absence rule. All other new policy rules and regulations will be applied.