

## Academic Appeal Process Flowchart

Once a student's Academic Standing is **Suspension** and the student has sat out for at least one (1) semester, the following must be completed:

**Step #1:** Submit an Academic Appeal by the deadline for the semester the student would like to return by selecting the link below:

<https://www.subr.edu/page/2045>

**Step #2:** Monitor the email address(es) provided on your Academic Appeal for the required virtual interview details (date, time, and Zoom meeting link)

**Step #3:** Participate in the virtual interview with the Academic Appeal Committee

**Please note:** If you do **NOT** participate in the virtual interview, your Academic Appeal is **DENIED** and you will have to submit another Academic Appeal by the next semester's deadline.

**Step #4:** Approximately one (1) week after your interview, the committee will render a decision on your appeal.

If **approved**, you will receive an email indicating your Academic Appeal has been approved and listing the next steps in the registration process to enroll the next semester.

If **denied**, you will receive an email indicating the reason(s) for the denial. If you decide to submit another Academic Appeal for the following semester, you will have to submit another Academic Appeal by the specific semester's deadline and begin the process again. **Once you have been suspended four (4) times, you will not be allowed to return to the university.**