



College of Education and Human Development
Student and Academic Affairs
 4400 University Drive, MS 4B4
 Fairfax, Virginia 22030
 Phone: 703-993-2080; Fax: 703-993-2082

DEAN'S DISMISSAL OVERRIDE

Semester Seeking Readmission: _____ Date: _____

Name: _____ Returning Major _____

G Number: _____ Previous Major, if any _____

GPA Hours: _____ Total Earned Hours: _____ Cumulative GPA: _____

I. Academic Dismissal Criteria—If readmission to new School/College, the new dean signs.

- Three years or more since dismissal
- *At least one of the following has been met:*
 - 2.5 or higher GPA in at least 18 credits taken elsewhere after dismissal
 - 12 or fewer credit hours remaining in their degree requirements
 - List other evidence of renewed ability to achieve: _____

II. Restrictions for dismissal override:

1. No more than _____ credits for the new semester.
2. Must meet advisor _____ times throughout the semester
3. Must attend the following workshops on study skills _____
4. Other _____

III. Academic Clemency: Must submit the petition for Academic Clemency before the end of the first semester back. If approved, the new GPA after clemency will be: _____

IV. Courses taken during dismissal that will be transferable back to Mason (must submit an unofficial transcript to the dean and an official transcript to admissions):

Approved by: _____ Date: _____

Title: _____ College/School _____

Send copies to registrar and admissions

To qualify for registration:

1. Student must be approved and appropriately coded for readmission.
2. If student has other holds, the student must have these removed by the respective offices.
3. ___Override Applied for first term (note: failure or raise cumulative GPA to probation level or better will necessitate additional permission from the Dean to register)
___ Credit Limit (if stipulated by Dean) recorded.

Processed by Registrar on: _____ by _____

DEAN'S DISMISSAL OVERRIDE

Purpose: To appeal eligibility to resume studies at the university.

Instructions: Graduate students must appeal their dismissal to the College of Education and Human Development, Associate Dean for Student and Academic Affairs (Dr. Ellen Rodgers) within ten days of receiving the email notification of this action from the Registrar. The appeal must comprise a compelling justification for the request. Approval is at the discretion of the Associate Dean for Student and Academic Affairs (Dr. Ellen Rodgers) who, in turn, would submit the recommendation for final approval to the Vice Provost's office. The following signature is needed for approval:

- Associate Dean for Student & Academic Affairs (Dr. Ellen Rodgers)

Notes: Graduate students who do not appeal or have their appeal denied will be dismissed from the university, and this action will be recorded on their transcript. Dismissed students are not eligible for any further studies in any capacity at the university.

Undergraduate students must meet one of several criteria to appeal a dismissal after a minimum of three years absence, but only if one or more of the following conditions are met:

1. Demonstrate academic success (GPA of at least 2.5) in at least 18 credits taken during the period of the dismissal at an accredited two- or four-year college or university (such credits may be considered for transfer to Mason, but there is no guarantee of transfer).
2. Provide other evidence of a renewed ability to achieve academic success.
3. Provide evidence that all degree requirements will be met once an additional 12 or fewer credits are complete.

Additionally, a student may petition for academic clemency to have up to 16 previous credits earned at Mason removed from the calculation of their cumulative GPA (courses and grades so removed will not count toward graduation requirements). The petition for clemency must be filed within 12 months starting from the first day of the re-enrollment semester at Mason.