

# Information Regarding Your Appointment

You are currently subject to dismissal for failing to meet the academic standards set forth by the faculty of UC Davis. If you wish to continue your studies at UC Davis, you must meet with an academic advisor in Undergraduate Education and Advising, College of Letters and Science Dean's Office to appeal your dismissal. If you accept your dismissal, we encourage you to meet with an advisor to discuss your next steps and path to readmission. If you were subject to dismissal the previous quarter, see items 4 and 5.

Please read the following information carefully:

## 1. Preparing for Your Appointment

Complete the Subject to Dismissal Questionnaire:

- This is an opportunity to describe your extenuating circumstances in your own words.
- Provide detailed and thoughtful responses.
- Be prepared to provide supporting documentation if appropriate (i.e. doctor's note, letter from employer etc.).

Continue to attend and study for your classes:

- Make sure you are in a reasonable and appropriate course load.
- If you received a D, F or NP in a series course you should not be enrolled in the next course in the series (i.e. do not register for MAT 16B if you received a D in MAT 16A). Instead, plan to repeat courses if appropriate.
- Consider creating an academic plan in consultation with your major advisor.
- If you have been following a specific major plan unsuccessfully, adjust your schedule to reflect a viable alternative major.
- Be aware that you are not allowed to elect for Optional P/NP grading in letter graded courses if you are not in good academic standing. Courses that are offered on a P/NP basis only (such as PHE 1) are permitted.

**If you have withdrawn or canceled the current quarter and wish to continue your studies at UC Davis in the future, you should meet with the academic advisor to discuss your path to readmission.**

## 2. What You Should Consider Prior to Your Appointment

Before meeting with an advisor reflect on the following questions:

- What are your academic goals and do you feel they are realistic? Are they truly **your** goals?
- Is UC Davis meeting your academic and personal needs?
- Are you ready to continue your studies at UC Davis or do you feel a break from school could be beneficial? Would time off allow you to address specific issues (i.e. health, financial, personal, or family)?

Be ready to make specific changes:

- "Trying harder" or "studying more" are not sufficient strategies for success.
- What specific actions can you take to improve your academic situation?
  - Examples include: reducing unit load, working fewer hours at your job, changing your living environment, or committing to utilizing campus resources on regular basis.

### 3. What to Expect in Your Appointment

During the appointment your advisor will:

- Explain your current academic status and review your academic progress.
- Discuss circumstances that may have impacted your academic performance and identify resources and services to support your academic success.
- Help you create a realistic plan toward your academic goals.
- Determine whether you will be permitted to continue or be dismissed from student status

If you are permitted to continue:

- Your advisor will review specific conditions for the upcoming quarter and establish a contract outlining your responsibilities.
- If you do not meet the established conditions of the contract by the end of the quarter, you will be disqualified from further registration and dismissed from the University. *Note: You will be expected to contact your advisor if circumstances arise that may impact your ability to meet these conditions.*

If you are dismissed:

- Your advisor will review important information regarding your dismissal.
- Your name will be submitted to the Office of the University Registrar and you will be dropped from all your current courses.
- If applicable, your advisor will discuss ways to address specific academic deficiencies such as GPA or minimum progress, and establish conditions for a path to readmission. This may include attending UC Summer Session or community college.

### 4. Subject to Dismissal for the Second Consecutive Term

If you were subject to dismissal in the previous term and did not meet the conditions established in your contract you will be disqualified from further registration and dismissed from the University. You will have an opportunity to meet with an advisor to discuss a path to readmission. Review item 5 below.

If you wish to appeal this decision, you must submit a 1-2 page typed statement and provide supporting documentation by the established deadline. Your appeal will be reviewed by our appeals board and you will be contacted with a final decision. *Keep in mind that appeals should include new and compelling circumstances that you have not previously shared. An appeal with no new circumstances is unlikely to be approved.* Contact your advisor if you have questions about the appeals process. **Continue to attend and study for your courses while you await a decision.**

### 5. Steps to Take if You are Dismissed

- Review the Exit Counseling form provided by your advisor and contact other campus units as needed (i.e. Financial Aid, Student Housing etc.).
- If required, contact a local community college to begin the enrollment process. *Note: Most community colleges are on semesters which do not correspond to UC Davis quarters, so contacting them in a timely manner may be critical.*
- If required, explore options for enrolling at UC Davis Summer Sessions. If you wish to attend Summer Session at another UC or through UC Online, you must contact your advisor before enrolling to review your plan.
- Review the Readmission information provided by the Office of the University Registrar.
- Stay in contact with your advisor and contact them if you have questions.

**Although this may be a challenging time, remember that we are here to support you. Sometimes achieving your goals may not look like what you envisioned, but we are here to discuss your options and work with you to create a path to your academic success.**