

## **Academic Dismissal**

Students on academic probation will be dismissed for any one of the following reasons:

- They fail to maintain a 2.0 grade point average for courses attempted in any semester.
- They fail to remove themselves from academic probation after completing three terms of attendance.

Students who are dismissed are not in good academic standing at KSU and are not eligible for immediate readmission.

*After the first dismissal, a student may be considered for readmission after an absence of one semester or summer term. Dismissed students must reapply for admission prior to posted deadlines. After the second dismissal, a student may be considered for readmission after an absence of one calendar year from the end of the semester or summer term in which the second dismissal occurred. After the third dismissal, the student will not be eligible for readmission. Any exceptions to this policy must be appealed and approved by the Academic Standing Committee.*

## **Readmission from Dismissal**

Former Kennesaw State University students that must apply for readmission include:

- Students who have not been enrolled at KSU for three or more consecutive semesters
- Students who last attended as a transient
- Students who are returning after academic dismissal or learning support exclusion
- Students who wish to change their status (such as transient to degree seeking, degree seeking to non-degree)

Allow ample time for receipt and processing of all documents.

Processing time varies based on number of applicants and time of year.

## **Application Checklist**

- Submit your [application](#) and \$40 application fee online at by the appropriate posted [deadline](#) for your desired semester of entry.
- Submit official transcripts from all colleges, universities or schools attended between the time you were enrolled at Kennesaw State and the time you apply for readmission. Students must make arrangements with each college, whether credit was completed or not, to have a complete official transcript forwarded to the Office of Undergraduate Admissions at Kennesaw State University.  
*Failure to submit a complete official transcript from all colleges previously attended may result in a registration hold being placed on your record which will prevent you from registering for classes in future semesters.*
- [Check your application status.](#)
- If you apply for in-state tuition, you must provide proof of [lawful presence](#) prior to enrollment.
- Prior to enrolling in courses you must provide proof of immunization as required by the University System of Georgia. Please see the Kennesaw State [immunizations website](#) for further information.

## **Official transcripts from colleges must be sent directly from the institution to:**

Kennesaw State University  
Office of Undergraduate Admissions  
3391 Town Point Drive, MD 9111  
Suite 1000  
Kennesaw, GA 30144

Transcripts should be submitted directly to KSU from the sending institution, issued within one year of the term of application and contain current information.

## Readmission Deadlines:

Non-Traditional, Transient, Non-Degree, Audit, Readmission

**Application and document deadlines by semester can be viewed online:**

<http://admissions.kennesaw.edu/deadlines.php>

*\*Deadlines are subject to change. See Academic Calendar for dates.*

## Readmitted Students

Make an appointment to see your academic advisor once you have applied and been accepted for readmission. During this academic advising session, we will discuss strategies for success upon returning to complete your degree. Once this appointment is complete, your registration hold will be removed from your account.

## Steps to Schedule an Advising Appointment:

1. Navigate to our website at <https://radow.kennesaw.edu/uac/>
2. Click on the gold "Schedule an Appointment" button on the homepage
3. Log in with your NetID and password.
4. Choose the blue button on the right "Schedule an Appointment"
5. Select Advising
6. Select "College of Humanities & Social Sciences Advising"
7. Click "Academic Dismissal & Readmission" regardless of your major
8. CHSS Advising Center
9. Select appropriate advisor (please do not click "Next", rather refer to list of majors below)
10. Click on an available time and complete the appointment process
11. Select "Confirm Appointment". You should receive a confirmation email in your KSUMail student account.

Major	Probation/Readmit Advisor (Readmit Advisor is separate from your Academic Advisor)
Psychology • African and African Diaspora Studies • Asian Studies	Lara Berry
Criminal Justice • English • English Education Modern Language and Culture Sociology	Christy Curley
Anthropology • Geography and Geographic Information Science International Affairs • Political Science	Valarie DuRant-Modeste
Interactive Design • Technical Communication	Valarie DuRant-Modeste
Journalism and Emerging Media • Media & Entertainment Organizational & Professional Communication • Public Relations History • Philosophy	Tabitha Robinson
History Education	<a href="#">Bagwell College of Education- Education Student Services</a>

(Note: If you have trouble with your NetID and password login, contact UITS at 470-578-3555 or [studenthelpdesk@kennesaw.edu](mailto:studenthelpdesk@kennesaw.edu).)

**Be sure to keep your appointment with your academic advisor!**

Your appointment will generally last for one hour.