How to Apply for Spring 2022 Readmission after Dismissal

California State University, Sacramento

Follow the steps outlined below to ensure proper completion of the Readmission after Dismissal petition:

1. Prepare a TYPED (double-space) one-page statement addressing the following three objectives:
   a. Identify the problems that led to dismissal (explain why you were unable to meet conditions of prior reinstatement).
   b. Describe the specific changes you will make to resolve these problems and include information on balancing life, school, work, etc.
   c. State the reasons for choosing the proposed major. Students petitioning as Undeclared or who plan on pursuing an impacted major (Business, Criminal Justice, Graphic Design, Health Science, Nursing, Psychology, Public Health) must provide an alternative major/plan.
      * Will not be reinstated into an impacted major

2. Email your major department chair to request a recommendation for continuation in the major. The chair must email those recommendations to reinstatement@csus.edu by August 31, 2021.
   *If the Committee does not receive an email from the department chair, the student will be considered as Undeclared.
   *Students interested in reinstating into an impacted major must petition as Undeclared; department recommendation is not necessary.

3. Submit Petition for Spring 2022 Readmission after Dismissal and statement to reinstatement@csus.edu by August 31, 2021.
Petition for Spring 2022 Readmission after Dismissal
Deadline: August 31, 2021

Read the “How to Apply for Readmission after Dismissal” instructions carefully. Students will be reinstated on a SPACE AVAILABLE BASIS. Readmission to the university is not guaranteed.

Student Personal Information:
Student ID #: ________________________
First Name: ________________________ Middle Name Initial: _____ Last Name: ________________________
Daytime Phone Number: (___) _____ - _______ Email: ________________________________

Academic Information:
Proposed Major: __________________________ Have you applied to graduate? Yes ☐ No ☐
Have you attended any college(s) since leaving Sacramento State? Yes ☐ No ☐
Please list college(s):
____________________________________________________________________________________________
____________________________________________________________________________________________

Class Level Information: (check one)
Freshman ☐ Sophomore ☐ Junior ☐ Senior ☐ 2BA ☐

Statement
Please attach your TYPED (double-space) one-page statement as a separate document.

Department Recommendation and Enrollment Conditions
Email your major department chair to request approval to remain/continue in the major. Please have the department chair send their recommendations to the Readmission Committee at reinstatement@csus.edu.

FOR OFFICE USE ONLY:
Semester/Year DM: _______________ EOP: _________ Date Received: ____________ Initials: ____________
Date Contract in CMS: _______________ Initials: ____________ App: Y____ N____ N/A______