Process for Submitting College of Graduate Studies (COGS) Reinstatement Petitions

1. Read and complete the petition form on page 2. Carefully follow the instructions.

2. YOUR ADVISOR or MAJOR PROFESSOR’S SIGNATURE IS REQUIRED ON THE PETITION.

3. A letter/statement from you is required. In the letter explain how/why you got disqualified and how/what ae you going to change so it doesn’t happen again.

4. A letter of support from your advisor is required.

5. A letter from your department chair is required. Letters can be send directly to Sam Koester.

6. An academic plan or study plan is required.

7. Please contact Cheri Cole at cheric@uidaho.edu or 885-6243 to discuss your petition prior to submitting.

8. Your petition can be emailed to cheric@uidaho.edu, faxed to 208-885-6198 or delivered to Morrill Hall room 104.

Your petition will be presented at the next scheduled College of Graduate Studies petitions meeting. An email will be sent to you with the committee’s decision.
Directions: Please complete the information below and return to the College of Graduate Studies. Please return this form and all supporting documents to Cheri Cole, in Morrill Hall 104, or to cheric@uidaho.edu, or by fax to 208-885-6198.

Student Name: ___________________________  ID #: ___________________  Degree: ___________________  Major: ___________________

Email: ___________________________  Phone Number: ___________________________

Petition Request:
REINSTATEMENT INTO GRADUATE SCHOOL

Required Materials:
• Statement from Student (What happened leading up to your disqualification? How/What are you going to change?)
• Statement from Major Professor
• Statement from Department Chair
• Academic Plan / Study Plan

X ___________________________________  ___________________________________
Student Signature  Date

X ___________________________________  (check one)  _____ approve the petition for submission only
Major Professor Signature Required  _____ support this request

Comments:

At a meeting of the Graduate Petitions Committee, the above petition was:

_____ Approved  _____ Denied

________________________________________  ___________________________________
Dean, College of Graduate Studies  Date

Revised 5/26/15