

ACADEMIC REINSTATEMENT PROCESS FLOWCHART

This document outlines the steps a student must take to petition for reinstatement following an Academic Suspension notice from the Office of the Registrar ([UniReg 2-109](#)).

STEP 1: ACTION TAKEN BY UW (STARTING POINT)

- **Action:** Received Notice
 - **Description:** You have received a notice of Academic Suspension from the Office of the Registrar.
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STEP 2: DETERMINATION BY THE STUDENT (INITIAL DECISION)

The process branches based on how long ago you were last enrolled at UW.

- **Action:** Determine When You Were Last Enrolled at UW.

PATH A: Last Enrolled MORE THAN 4 MONTHS AGO

This path has two sub-branches based on the length of absence.

Sub-Path A-1: Absence exceeding one academic year

- **1st Action Taken by Student:** [Reapply to UW](#).
- **2nd Action Taken by Student:** Submit a [Petition for Academic Reinstatement](#).

Sub-Path A-2: Absence not exceeding one academic year

- **1st Action Taken by Student:** Submit a [Petition for Academic Reinstatement](#).

PATH B: Last Enrolled LESS THAN 4 MONTHS AGO

- **1st Action Taken by Student:** Submit a [Petition for Immediate Reinstatement](#).
- **2nd Action Taken by Student:** Gather extenuating circumstance documentation and email it to aces@uwyo.edu.
 - *Note: You cannot schedule your Academic Reinstatement Advising Appointment until your documentation is submitted.*

STEP 3: ACTION TAKEN BY ACES (CONCLUDING STEP)

This step is the final action for all paths.

- **Action:** Wait for a phone call from the ACES Office.
- **Instructions:** In the meantime, [prepare for your meeting](#).