

### Readmission Petition Cover Letter

Date:  Student ID:  Term:

Name:

Last First MI

Prior to completing the Readmission Petition, visit our website for returning students at <http://www.fresnostate.edu/studentaffairs/are/returning.html> to ensure that you have met all eligibility criteria for readmission.

After ensuring criteria has been met a Cal State Apply application will need to be submitted. To submit an application visit <https://www2.calstate.edu/apply>.

Once the Cal State Apply application is submitted a readmission petition is required from all returning students for whom our records indicate were placed on academic disqualification the last semester attended at Fresno State. All returning students who left the university in disqualification status are reviewed by the Readmission Committee.

Before we can proceed with the processing of your application, you must submit the materials below. Initial in the spaces provided as acknowledgement all items have been completed and/or submitted.

\_\_\_\_ Student Readmission Petition  
(initials)

\_\_\_\_ Personal Statement (no more than 2 typed pages)  
(initials)

1. Briefly describe the problems and factors that led to your disqualifications.
2. **Important:** Describe steps taken to resolve these problems. Provide information that indicates how you are now ready to be academically successful.

\_\_\_\_ Submit official transcripts if any of the below reasons apply  
(initials)

1. Have attended any colleges and/or university since your disqualification (if courses were taken through Continuing and Global Education at Fresno State a transcript is not required)
2. Has been 5 or more years since you last attended Fresno State (submit for all institutions, excluding Fresno State)

You will be notified regarding the committee's decisions through your Fresno State email. You can check your admission status and any pending items that are due at <http://my.fresnostate.edu>.

If you have forgotten your password, please call our Help Desk at (559) 278-5000.

#### OFFICE USE ONLY

#### Items Received:

#### Staff Receiving Documents:

#### Date Received:

\_\_\_\_ Student Readmission Petition

Name: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_ Personal Statement

\_\_\_\_ Other: \_\_\_\_\_

# Student Readmission Petition

**Submit this petition and supporting documents to:**

**Mailing Address:**

Admissions Office  
5150 N Maple Ave M/S JA 57  
Fresno, CA 93740-8026

*OR*

**Deliver to:**

Admissions at Window 5  
located in the North Lobby of  
Joyal Administration Building.

**Please print clearly**

Fresno State Student ID: \_\_\_\_\_ Major: \_\_\_\_\_ Date: \_\_\_\_\_

Name: \_\_\_\_\_  
*Last*                      *First*                      *MI*

Current address: \_\_\_\_\_

City: \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Fresno State email address: \_\_\_\_\_

Personal email address: \_\_\_\_\_

Phone: Home \_\_\_\_\_ Cell: \_\_\_\_\_

**List institution(s) you have attended since your disqualification. All official transcript for each institution must be submitted before your petition will be reviewed.**

Name of Institution	Location (City/State)	Semester(s) & Year(s)
1.		
2.		
3.		

**Document(s) Deadline: February 1, 2020**

Once the committee has made a decision you will be notified via email (Fresno State email). Updates will also be posted in your Fresno State Student Center at (<http://my.fresnostate.edu>).

By signing below, I certify all statements on these forms and attached supporting documents are true, correct, and complete. I understand that any omitted and/or incorrect information will jeopardize the ability for my admissions application from being processed and result in its withdrawal and/or rescinding of admissions decision.

\_\_\_\_\_  
Print Name                      Signature                      Date