

Any student previously on **academic probation, suspension, or dismissal** at the time of leaving Capital must include a statement with this application answering the following questions. Please note, the more information you provide, the more efficiently we are able to process your application.

## Section 1: Academic Suspension Background

1a. What were the primary reasons your academic performance declined to the point of probation, suspension, or dismissal?

*Describe the specific circumstances — academic, personal, financial, health-related, or otherwise — that contributed to your academic difficulties. Be direct and honest.*

1b. What were the warning signs you ignored or resources you did not utilize? If so, why?

*Reflect on academic warnings, advisor outreach, tutoring services, counseling, or other support that was available to you. What prevented you from seeking help earlier?*

## Section 2: Activities During Your Suspension Period

2a. What have you done during the probation, suspension, or dismissal period?  
(Work, coursework, volunteer, military service, caregiving, counseling or therapy, medical treatment, financial planning, time management training etc.)

*Include employer names, institutions, or organizations; your role; and approximate dates. If you took courses elsewhere, list them and submit official transcripts. Be concrete and specific.*

### Section 3: Readiness and Plan for Academic Success

3a. Why are you ready to return to Capital University NOW, and why were you not ready before?

*Explain what is concretely different about your situation, mindset, or circumstances today compared to when you left. Avoid vague statements like "I am more motivated." Be specific.*

3b. What is your detailed academic plan for the first semester back?

*Address: intended course load and why it is appropriate; how you will manage your time; which campus support services (tutoring, advising, counseling) you plan to use and how often; your backup plan if you begin to struggle again.*

### **Section 4: Additional Information**

4a. Use this space for any additional context, explanations, or information you believe is relevant to your application that was not addressed in the sections above.