Appealing for Readmission from Academic Suspension

A student who is academically suspended one or more years ago may apply and be immediately readmitted to DACC with an academic standing of "A3" (Readmitted after Suspension). The student will be limited to a maximum enrollment of 7 credit hours (comparable to Probation 2 limits). A special "Suspension Reentry Academic Advising Hold" will be placed on the student's record, which will detour the student to see an appropriate DACC academic advisor prior to registering for classes. The academic advisor will counsel the student regarding any/all of the following, as appropriate:

- Create an academic suspension reentry contract
- Identify barriers to success
- Discuss the Adjusted Credit Option
- Discuss key campus resources for academic success
- Discuss key habits for academic success

A student who is academically suspended less than one year ago or with multiple suspensions must meet with one of the following DACC administrators for an appeal prior to being allowed to readmit:

- Associate Director of Academic Advising
- Director of Academic Advising

The administrator will make a decision based on a student letter of appeal, described below. Typically, all academically suspended students must sit out a minimum of one full academic term (spring or fall). If the appeal is approved, the administrator will write a memo to the Admissions Director requesting readmission. The student will then be readmitted on "A3" standing (Readmitted after Suspension) and will be limited to a maximum enrollment of 7 credit hours (comparable to Probation 2 limits). A special "Suspension Reentry Academic Advising Hold" will be placed on the student's record, which will detour the student to see an appropriate DACC academic advisor prior to registering for classes. The academic advisor will counsel the student as described above.

If student is suspended at the end of…	And wants to readmit for the…	Follow this procedure…
Fall 1888 through Fall 2025	Spring 2027	No appeal, Apply for readmission, Automatically readmitted on A3 standing (limited to 7 credits or less)**
*Spring 2026	Spring 2027	Student writes letter of appeal and meets with Associate Director of Academic Advising or Director of Academic Advising
Fall 2026 – (Must sit out Spring 2027)	Summer 2027 or Fall 2027	Student writes letter of appeal and meets with Associate Director of Academic Advising or Director of Academic Advising
*Students suspended at the close of the spring semester may have their Academic Suspension rescinded if they attend summer session at NMSU or one of its Community College colleges. Such attendance must raise the combined spring semester and summer GPA to 2.0 or better. *–Academic Regulations section of the 2026-2027 DACC Catalog.* **All students with multiple suspensions must write a suspension appeal letter.		

A student appealing a recent suspension must write a letter of appeal, requesting readmission and explaining his/her circumstances. The deadline for appeals is the day before classes begin for the readmission semester.

The appeal letter should include the following information:

- Student's full name
- Student's NMSU ID Number
- Date the appeal was submitted
- Signature of the student

The content of the suspension appeal letter should include:

- A statement of when the suspension occurred and a request for readmission
- An explanation of what happened that caused academic failure that led to suspension
- A description of the changes in circumstances that caused academic failure
- Identification of the college major/program being pursued
- A brief description of the plan to academically succeed in the future

Format of suspension appeal letter:

John Student (ID Number: 800000000)
12345 College Ave.
Las Cruces, NM 88001
(575) 555-1234
email@nmsu.edu

Date

DACC Associate Director of Academic Advising:

The first paragraph should state when the suspension occurred and request readmission for a specific term.

The second paragraph should contain an explanation of what happened that caused academic failure and a description of the changes in circumstances that caused academic failure.

The final paragraph should contain the college major/program being pursued and a brief description of the plan to academically succeed in the future.

Sincerely,

Signature

John Student