



Application for Reinstatement

Students previously enrolled in the School-Based Scholars Program who earned a grade of C- or lower in a NKU class may apply for reinstatement **one time** after sitting out for one full semester. Students must meet all other admission requirements to be considered for reinstatement.

Please submit application materials by the appropriate deadline as outlined below. Also, please note, submitting an application does **NOT** guarantee reinstatement. Note: A student may need to complete additional application paperwork before re-enrollment.

A reinstatement committee will meet to review each application for reinstatement, once applications are received. Students will be notified of the committee's decision as soon as possible.

Deadlines for submission of reinstatement applications are as follows:

- Fall semester – applications must be received by August 1
- Spring semester – applications must be received by December 1
- Summer semester – applications must be received by May 1

Please scan and email completed reinstatement applications to nkusbs@nku.edu.

To be completed by the student:

Name: _____

High School: _____

To be attached with this application:

- Updated transcripts with current GPA and ACT/SAT score (if applicable)
- Reinstatement essay: a 500-word essay (maximum) **clearly** addressing the cause(s) of your academic difficulties and your plan for action to help raise your NKU GPA/grades.
- Letter of recommendation from a high school teacher, counselor OR former SBS professor.

For the School-Based Scholars' office only:

Application approved: _____ Accept _____ Deny

Date Received: _____

Notes: _____

Reinstatement Questionnaire

To be completed by the student:

Please rate the following:	Always	Usually	Sometimes	Seldom	Never
Did you buy the assigned textbook(s)?					
Did you read the assigned materials before lecture?					
Did you read the assigned materials after lecture?					
Did you take notes in class?					
Did you review notes after taking them?					
Did you refer to the course syllabus?					
Did you attend class regularly?					
Did you participate in class discussion?					
Did you make contact with the faculty member during his/her office hours or before and after class?					
Did you take advantage of advice offered by your instructor?					

Signatures

To be completed by the student and their parent:

I understand that by applying for reinstatement, I agree to the following:

1. I meet all other entry requirements for the School-Based Scholars program.
2. I have completed the attached reinstatement questionnaire and will return it along with my essay, letter of recommendation, and all other application materials by the posted applicable deadline.
3. I understand that I may only apply for reinstatement **one time**.
4. I understand that future enrollment in the School-Based Scholars Program is contingent upon the expectation that I **WILL** meet or exceed the required grade of C or higher in each NKU class.
5. I understand that this application does **NOT** guarantee reinstatement.
6. I understand that the decision handed down by the committee will be deemed final.
7. I understand that entry into a class is subject to available seats and obtainment of applicable prerequisites.

The committee will make a decision for reinstatement based on the merits of your essay/letter of recommendation and consistent or improved ACT scores and consistent or improved high school course work.

Signature of Student & Date

Signature of Parent/Guardian & Date

To be completed by the school counselor AND principal:

My signature verifies that the above-mentioned student is qualified and meets the requirements for reinstatement.

Signature of Counselor & Date

Signature of Principal & Date