

West Texas A&M University
Undergraduate
Process for Reinstatement After Serving First Suspension Period
(complete in addition to EZ Re-entry Application for Admission)

The suspension time period is designed to allow a student time to reassess academic and career goals and/or resolve other causes for continued academic failure. The reinstatement process after this time period, allows the student to visit with their Academic Dean or Advising Services about any necessary assistance which may be needed during the student's return to the university.

Steps for reinstatement:

- Re-apply for admission using the EZ Re-entry Application for Admission found at the following site: <https://apps.wtamu.edu/ez/>. An email or letter will be sent to the student regarding submitting any additional information such as transcripts, etc and if there are holds on the student records from the previous enrollment that need to be cleared.
- A copy of the EZ Re-entry Application and other college transcripts will be forwarded to the appropriate Dean or Advising Services for review.
- The student will receive an email at that time to contact the Dean's office or Advising Services to make an appointment for completion of a "Reinstatement After Serving First Academic Suspension" form. This form will be sent to the Office of the Registrar to complete the re-admission process.
- Once readmitted, the student will be able to visit with an advisor to be greenlighted and enroll for the requested semester. Registration dates and information are posted on the homepage of Buff Advisor. All holds must be cleared before registration may be completed.

**DEADLINE TO HAVE REINSTATEMENT SIGNED WITH DEAN OR ADVISING SERVICES:
5 DAYS PRIOR TO THE FIRST CLASS DAY OF THE SEMESTER OF ENROLLMENT.**

Agriculture, Science & Engineering, ANS 106
Dean: Dr. Don Topliff, 806-651-2585
Assoc. Dean: Dr. Doug Bingham

Business, CC 216A
Dean: Dr. Neil Terry, 806-651-2526
Assoc. Dean: Dr. Lavelle Mills

Education & Social Sciences, OM 410D
Dean: Dr. Eddie Henderson, 806-651-2619
Assoc. Dean: Dr. Jim Calvi

Nursing & Health Sciences, OM 402
Dean: Dr. J. Dirk Nelson, 806-651-3502
Assoc. Dean:

Fine Arts & Humanities, MMNH 161
Dean: Dr. Jessica Mallard, 806-651-2777
Assoc. Dean: Dr. Edward Kahler

Advising Services (if less than 60 hrs earned)
Student Success Center, 806-651-5300
1st floor of the Classroom Center
