

**West Texas A&M University**  
**Undergraduate**

Updated 7/13/20

**Process for Reinstatement After Serving First Suspension Period**  
**(complete in addition to EZ Re-entry Application for Admission)**

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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 is provided by the Dean/Advising Services Advisor and 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.

**REINSTATEMENT MUST BE COMPLETED 5 DAYS PRIOR TO THE FIRST CLASS DAY OF THE SEMESTER**

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*Agriculture & Natural Sciences, ANS 106*  
*Dean: Dr. Kevin Pond, 806-651-2563*  
*Asst. Dean: Rebekah Bachman, 806-651-3570*

*Nursing & Health Sciences, OM 402*  
*Dean: Dr. J. Dirk Nelson, 806-651-3501*  
*Assoc. Dean: Dr. Rick Haasl, 806-651-3502*

*Business, CC 216A*  
*Dean: Dr. Amjad Abdullat, 806-651-2528*  
*Assoc. Dean: Dr. Jonathan Shaffer, 806-651-2489*

*Fine Arts & Humanities, MMNH 161*  
*Dean: Dr. Jessica Mallard, 806-651-2777*  
*Assoc. Dean: Dr. Edward Kahler, 806-651-2489*

*Education & Social Sciences, OM 410D*  
*Dean: Dr. Eddie Henderson, 806-651-2619*  
*Assoc. Dean: Dr. Judy Williams, 806-651-2674*

*Engineering, Computer Science & Mathematics, ECS 122*  
*Dean: Dr. Emily Hunt, 806-651-5330*  
*Assoc. Dean: Dr. Matt Jackson 806-651-2451*  
*Assoc. Dean: Dr. Pam Lockwood-Cooke, 806-651-2536*

*Advising Services (if less than 45 hrs earned)*  
*Student Success Center, 806-651-5300*  
*1<sup>st</sup> floor of the Classroom Center*

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