

NAME: (LAST NAME, FIRST NAME, MIDDLE INITIAL)	ADDRESS:	
CAMPUS I.D. #:	PH:	ALT PH:
CURRENT MAJOR:	ADVISOR NAME:	
ASU STUDENT EMAIL:		

To help students be successful following an academic suspension, the Restart@state Program encourages students to give thoughtful consideration to their future academic plans. For this reason, a completed application packet is required prior to enrollment in the Restart@state Program. Once a completed application is accepted, students will be registered for classes by a Wilson Advising Center Advisor and then signed up for a mandatory, pre-semester Student Success Restart Workshop. The Workshop, which lasts approximately two hours, outlines all rules, regulations, and requirements for enrollment into the Restart@State Program. Attendance at the assigned Student Success Restart Workshop is mandatory and failure to attend will result in the student’s schedule being dropped. The application process must be successfully completed prior to the start of classes.

Checklist for Application: Complete all steps, in order, before turning in application
 Please refer to page three of this application for detailed instructions before proceeding.

- STEP ONE:** Ensure Ability to Register
- STEP TWO:** Determine Cost
- STEP THREE:** Assure Ability to Meet Cost
- STEP FOUR:** Create a Statement of Personal Responsibility
- STEP FIVE:** Complete Steps with Advising Center

I certify that the information included in this application is correct. I understand that without all necessary documentation and signatures listed above, I will not be allowed to register or enroll in a Student Success Restart Workshop, and therefore, not able to attend ASU for the upcoming semester. I realize that if I fail to attend the mandatory pre-semester Student Success Restart Workshop, all of my courses will be dropped. I realize that no enrollment will be permitted once ASU courses have started.

_____ Student Signature _____ Date

<input type="checkbox"/> APPLICATION: Accepted by: _____ (Initialed) _____ (Date) <i>NOTE: REGISTER & PLACE HOLD</i> WORKSHOP: _____ (Date) & _____ (Time) <input type="checkbox"/> WORKSHOP : () Completed () No Show () Rescheduled: _____ (Date) _____ (Time) <input type="checkbox"/> APPLICATION PROCESS COMPLETE: _____ (Date)
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Wilson Center for Academic Advising & Learning Assistance (870) 972-3001/PO Box 2580/State University AR/72467

Complete all steps, in order, before turning in application to the Wilson Advising Center**☐ STEP ONE: Ensure Ability to Register:**

Confirm Suspension. Check your transcript and confirm with your advisor or the Wilson Advising Center that this is a first academic suspension.

Remove all holds from your student account. Note: Wilson Advising Center will clear Developmental, High School Core, and Suspension holds upon acceptance of completed application. Clear all other holds.

Academic Advising: See your academic advisor for appropriate course selections for the semester (ensure your advising pin has been set). Your advisor MUST sign the form prior to completing the remaining steps. With assistance from your academic advisor, create a realistic schedule this semester based on your prior course selections (taking the greatest possible advantage of ASU's grade recomputation policy) and considering your current outside influences (ex: work schedule, family needs, day care, financial burdens). Please verify all proposed courses are still available for enrollment.

☐ STEP TWO: Determine Cost:

Textbook & Course Supplies Costs: Use your proposed course schedule (that you and your advisor have created on page two) to estimate the cost of a minimum of \$150 per textbook for each course or visit the campus bookstore to get an exact cost for the book.

Tuition, Fees, Room and Board Costs: Use your proposed course schedule to estimate the cost of enrollment this semester. Record the approximate cost of tuition and fees associated with each of the courses listed on page two. Add room and board if appropriate. To get costs for room and board, you can visit <http://www.astate.edu/a/residence-life/index.dot>. You can find tuition/fees information listed on the ASU website under "Tuition" by visiting <http://www.astate.edu/info/costs/>. Note: There is a \$100.00 fee for Restart. Direct any questions to Student Accounts at 972-2285.

☐ STEP THREE: Ensure Ability to Meet Cost:

See a Financial Aid Advisor in the Office of Financial Aid regarding your financial aid status. A financial aid advisor (from the Office of Financial Aid) will need to sign the bottom of page 2 prior to meeting with the student accounts office. You can get more information by visiting the Financial Aid and Scholarship's website by going to: <http://www.astate.edu/a/finaid/>

See a Student Accounts Advisor in the Office of Student Accounts. When all costs are accurately recorded, and you have visited with Financial Aid, you are ready to meet with an account advisor in the office of Student Accounts. NOTE: the application will not be accepted without the appropriate signature (located on the bottom of page 2) from the office of Student Accounts. You can get more information by visiting the Student Account Service's website by going to: <http://www.astate.edu/a/student-accounts/index.dot>

☐ STEP FOUR: Create Statement of Personal Responsibility:

Attach a letter addressing the following issues: 1) Identify what kept you from academic success for at least the past two semesters 2) What you plan to do to be more successful academically than you have in the past and 3) Why you want to return to ASU this semester. Properly format a professional letter (typed, one inch margins, 12 pt. font, double-spaced, no less than three paragraphs and no more than one page, address to Restart Coordinator, & sign).

☐ STEP FIVE: Complete Steps with Advising Center:

Turn in Application. Turn in completed application (with all signatures) to an advisor at the Wilson Advising Center to have your completed schedule entered into the system and receive your date for the next available Student Success Restart Workshop. A completed application consists of the following three pages: 1) Page One of this Application 2) Page Two of this Application 3) The typed "Statement of Personal Responsibility."

Attend Student Success Restart Workshop. Failure to attend the appointed workshop will result in the student's schedule being dropped.