



You have been excluded – *WHAT NOW?*

You have been conditionally readmitted - *WHAT NEXT?*

1

Check the **Student Portal** at www.up.ac.za for an exclusion letter from your faculty, and your **email** for any letters.

- Visit the **UP Academic Exclusion** web page for submission guidelines, and deadlines for the completion of your appeal to the Faculty for readmission.
- Remember that your application must be **submitted before the specific Faculty Committee meeting dates.**

2

Submission for Faculty Appeal

- **Prepare** a comprehensive and truthful appeal letter or motivation letter.
- **Attach all documents** supporting the claims of your appeal.
- **NO additional or supplementary documents** will be accepted once you have submitted your application.
- **Upload** all the documents in the **correct place** and the **correct format.**
- Do this before the **cut-off date/deadline.**
- Inform your sponsors and/or your family of the possibility of exclusion.

3

Your faculty appeal was successful and you are readmitted! Congratulations!

- The faculty letter will state all the conditions of your readmission.
- Make sure you fully understand what your academic performance should be to avoid future exclusion.
- Speak to your **Faculty Student Advisor (FSA)** and set up a **study plan.**
- If you indicated that you were ill, you need to state how it is going to be addressed.

4

Your faculty appeal was unsuccessful.

You have **one last** opportunity to request the Senate Review Committee on Readmission to review the process of your faculty appeal outcome. This application can be done online. If you have any problems please contact your Faculty Student Administration for assistance.

- If the review of your appeal was successful, follow step 3 above.
- If the review of your appeal was unsuccessful and you have been dismissed, it is not the end of the road.
 - o Explore alternative study options at other universities.
 - o Explore the world of work for a few years and then return to your studies. If you decide on this option, please peruse the most recent faculty specific regulations that regulate the readmission of students who had been dismissed.
 - o Explore websites such as those listed below to help you find a new direction:

http://careerguidanceproject.co.za/	https://www.careerhelp.org.za/
https://alison.com/careers	https://www.onetonline.org/
https://www.prospects.ac.uk/(courses not in RSA)	https://www.careerjunction.co.za/

If your mental health was the reason for your poor academic performance, the Student Counselling Unit (SCU) can be contacted to put you in touch with community mental health resources so that you can address any issues going forward. **The SCU cannot facilitate a readmission to the university, but you can be offered one online session to ensure that you receive the help you need from a service provider near you.**