



**GRADUATE DISMISSAL FORM**

**USF St. Petersburg Graduate Studies**

140 Seventh Avenue South, BAY 204

St. Petersburg, Florida 33701-5016

Telephone: (727) 873-4567 Fax: (727) 873-4889

[www.stpt.usf.edu/spgrad](http://www.stpt.usf.edu/spgrad)

International Student? Yes ___ No ___
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**TO: OFFICE OF GRADUATE STUDIES**

**FROM:** \_\_\_\_\_ / \_\_\_\_\_  
 Program and Degree Code Program Director/Coordinator Signature Date  
 \_\_\_\_\_  
 College College Dean/Grad Coordinator Signature Date

**IT IS HEREBY REQUESTED THAT THE FOLLOWING STUDENT BE ACADEMICALLY DISMISSED FROM HIS/HER PROGRAM. ALL RELEVANT DOCUMENTS INCLUDING LETTERS OF NOTIFICATION TO THE STUDENT ARE ATTACHED.**

\_\_\_\_\_  
 Last Name First Name Initial U.I.D.#

\_\_\_\_\_  
 Street City State Zip

**Masters Student** \_\_\_ **Five Year Program enrolled?** Yes \_\_\_ No \_\_\_

**IMPORTANT:** Dismissals cannot be retroactive. The **EFFECTIVE DATE** will be entered into the student's record by the Office of the Registrar as the first business day after the end of the semester for a GPA under 3.00 and Other (or) the date the Associate Vice Chancellor for Research & Graduate Studies signs/approves the dismissal form for Academic Dishonesty/Disruption of the Academic Process.

**ACTION: DISMISSAL FROM GRADUATE PROGRAM DUE TO:**

- Academic Dismissal (GPA Reasons) **OR**  
Other Academic reasons (Specify in Comments line below or attach memo).
- Academic Dishonesty/Disruption of Academic Process  
<http://catalog.grad.usf.edu/> Section 6

**COMMENTS:** \_\_\_\_\_

**TO: UNIVERSITY REGISTRAR**

The recommended action concerning this student is approved and the appropriate records should be posted.

\_\_\_\_\_  
 USF St.Petersburg Graduate Studies Date  
 University of South Florida St. Petersburg

**REGISTRAR'S ACTION:** (Please check the actions taken and note the effective date)

- \_\_\_\_\_ **General Student Record, Student Attribute and Comment Form updated to non-degree status.**
- \_\_\_\_\_ **Effective Date for dismissal (for under 3.00 and Other)** \_\_\_\_\_ (OR) note below  
(First business day after the last day of the semester) Date
- \_\_\_\_\_ **Effective Date for dismissal (for Academic dishonesty)** \_\_\_\_\_ (OR) note below  
(Date the Associate Vice Chancellor for Research & Graduate Studies approved the dismissal) Date
- \_\_\_\_\_ **Financial Aid notified**

\_\_\_\_\_  
 Processor Signature Date