Returning to Brown after Academic Suspension

Students on academic suspension are required to leave Brown for at least one year. Time away from studies, particularly if carefully planned, can prove to be a period of constructive reflection and growth. Therefore, it is helpful to regard your separation as an opportunity to gain skills, experience, and a new perspective on your education.

What to do while you are away from Brown

Students on academic suspension are expected to engage in meaningful activity during their separation from Brown. To that end, students petitioning for readmission must provide evidence of accomplishment in one full-time task for at least six consecutive months – ordinarily employment or study at another university. The Committee expects you to supply at least one letter of support from an employer, supervisor, or teacher. The letter(s) must explain the relation your references have with you, how long you have worked with them, and the degree to which you have fulfilled your responsibilities in whatever activity you were engaged in with them. Letters of support must be submitted on paper sent through the postal service to the address on the reverse side of this sheet. Letters of support sent by email will not be accepted.

The Committee on Academic Standing sometimes requires students to complete a certain number of courses at an approved college or university before they are allowed to return to Brown. This requirement is usually designed to increase students’ course count sufficiently so that they are in a good position to complete degree requirements when they return to Brown. You should consult the letter the Committee sent you informing you of your separation to see if the Committee made any such stipulation for you. You are required to obtain pre-approval of any courses you plan to take to make sure they meet Brown’s requirements for transfer credit. If you have studied elsewhere during your separation (whether or not you were required to), you should have the institution send an official transcript of courses taken and grades received.

Please note that students on suspension are not allowed to work in any capacity at Brown, whether for compensation, with a student group, or in any type of research. Participation in Brown’s summer session is also not allowed. If you are enrolled in a course in Brown’s summer session at the time your separation takes effect, you will be removed from the course roster. Contact the Office of Summer Studies to obtain a refund of any fees that you have already paid.

If you have any questions about the Committee’s expectations of you while you are away from Brown, please contact the Chair of the Committee on Academic Standing.
Applying for Readmission

In order to return to Brown, you must apply for readmission. Readmission is contingent upon approval of your petition by the Committee on Academic Standing. Financial obligations to the University must be met before readmission can be approved. The Committee will hear petitions only from students who have no outstanding balance due to the University.

Application deadlines:
- To return in the fall term: May 1 application deadline
- To return in the spring term: November 1 application deadline

All elements of your application, including letters of support and transcripts (if applicable), are due by these deadlines. Failure to meet these deadlines suggests that a student is not ready to fully engage in a rigorous program of study at Brown. Petitions that are incomplete on these dates will not be considered.

Required elements of the petition

- A letter (2-3 pages, single-spaced) in which you discuss the following:
  - why you experienced academic difficulties,
  - what you have done to address those difficulties while separated from Brown,
  - why you feel that you are now ready to return to full-time academic work
- A description of your academic plan when you return to Brown, along with an explanation of your choices.
  - Your plan should specify the type of courses you plan to take when you return.
  - If you plan to continue in a program of study in which you encountered difficulties, explain why you think you are now ready to succeed in this area.
  - If you had difficulty completing courses in your area of concentration, we require a letter from your concentration advisor confirming that you have discussed your plan with them and endorsing that plan of study.
  - If you plan to change your concentration, explain your thinking behind your choice.
- At least one letter of support from a course instructor, employer, or supervisor attesting to your performance in your course work, employment, or other activity.
- Official transcripts of any coursework you have completed or are currently taken while separated from Brown.
- Your current residential address and telephone number(s) for possible consultation during the Committee’s review of your petition.

Send your petitions by mail to the address below. Emailed petitions are not accepted.

Chair of the Committee on Academic Standing
Office of the Dean of the College
Box 1828
Brown University
Providence, RI 02912