

Academic Reinstatement FAQs

What is academic reinstatement?

Students who have been academically disqualified can request to return to CSUB by submitting an Academic Reinstatement petition. Those who have been separated from the university for more than two semesters will also need to apply for readmission to the university.

I am a Freshman or Sophomore. How do I qualify for academic reinstatement?

Lower division students (i.e., those who completed fewer than 60 semester units) must satisfy one of the following conditions to qualify for academic reinstatement.

1. Complete college work elsewhere or in CSUB Extended Education, and earned 60 or more semester units with an overall grade point average of “C” (2.0) or better, with recent work clearly indicating capability of performing college work with above average achievement, or
2. Attained at least a “B” (3.0) average and complete a minimum of 9 academically rigorous semester units.

I am a Junior or Senior. How do I qualify for academic reinstatement?

Upper division students (i.e., those who completed 60 semester units or more) must satisfy one of the following conditions to qualify for academic reinstatement.

1. Earned college credit in academically rigorous courses elsewhere or in CSUB Extended Education and attained at least a “B” (3.0) average in a minimum of 6 academically rigorous semester units, or
2. Remained absent from the university for at least one year, during which time they have remedied the conditions that contributed to their academic difficulty.

How do I submit an Academic Reinstatement petition?

If at any point you need assistance with your request for academic reinstatement, you may email academicreinstatement@csub.edu. An Academic Reinstatement Case Manager will contact you with any updates or a to-do list that you may need to complete.

1. Work with your academic advisor to submit a petition for reinstatement. The form can be found [here](#). Make sure to provide supporting documentation with your completed application. Your academic advisor will sign the form and submit it to the Office of Academic Programs for review by the Academic Petitions Committee. The Associate Dean will give the final approval/denial, and responses will be sent within 2 weeks.
2. If you have been away from the University for a year or longer, you will need to reapply to the University via: <https://www2.calstate.edu/apply>. You may contact Melissa Hernandez at mhernandez69@csub.edu for assistance.

3. If you attended another institution after being disqualified, you must request that Official Transcripts be sent directly from the institution or through a transcript servicing service to incomingtranscripts@csub.edu. Transcripts may also be mailed to the following address:

CSUB Bakersfield
Office of Admissions and Records, 47SA
9001 Stockdale Highway
Bakersfield, Ca. 93311-1022

Please note transcripts sent from the student's personal email address and/or not from an institution or transcript sending service are not accepted. Failure to turn in transcripts may delay your readmission status.

4. Apply for Federal Student Aid (FAFSA) <https://www.csub.edu/finaid/>. You may contact Luis Yepez at lyepez@csub.edu for assistance.
5. Verify your SAP (Satisfactory Academic Progress) status with the Financial Aid Office. You may contact Kimber Wellman at kwellman@csub.edu.
 1. If you are not compliant with SAP, file a petition with the Financial Aid Office: <https://www.csub.edu/financial-aid/forms>.
 2. Once your SAP petition is approved, set up a SAP appointment by emailing the Financial Aid Office at nflores22@csub.edu <https://www.csub.edu/financial-aid/satisfactory-academic-progress-sap-fa>
6. Identify and clear any holds or service indicators on your <https://my.csub.edu> account (e.g., financial hold, Title IX hold). <https://www.csub.edu/training/student/pgms/Holds/index.html>. See this website for more information: <https://www.csub.edu/registrar/registration>. If you are unable to access your MyCSUB account, you may contact ITS at (661) 654-4357 or helpdesk@csub.edu.
7. Meet with your advisor corresponding to your school. <https://www.csub.edu/advising>

What is the deadline to apply for reinstatement?

You must apply for reinstatement at least 3 months before the term begins. Please see the [Academic Petitions website](#) to determine the exact deadline.