

# College of Criminal Justice

## Procedure for Requesting Reinstatement from Suspension

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Students interested in requesting Reinstatement from Suspension will need to complete an Intent to Return Form at the link below:

[Intent to Return Form](#)

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Generally, once a completed Intent to Return Form has been submitted, the request will then be reviewed by the CJ Academic Team and Associate Dean Boisvert within 48 hours of your request being received.

- It is important that you answer all the questions, *including* the written response “essay” questions. **If you do not respond to all questions, it will be considered incomplete, and we will be unable to review your request.**
- **If you have changed your major or are wanting to change your major when reinstated, you MUST choose “Criminal Justice” in the college/major selection.** This ensures that your intent form is routed to us and will allow for us to review your case in a timely manner. If you are changing majors, it is possible for there to be a delay as your form must be manually transferred to us.
- During a Reinstatement Request, the CJ Academic Team may contact you with additional questions regarding your request. **Please be sure to check your SHSU Email address so that you do not miss any correspondence.**

**If you have been separated from Sam Houston State University for more than one year, you will need to complete a readmission application through ApplyTexas in order to return to Sam Houston State University and so that your Reinstatement Request can be reviewed. Please see the link below for more information:**

<https://www.shsu.edu/beabearkat/returning-journey/returning-steps>

**For more information about Suspension Readmission please check out the link below:**

<https://www.shsu.edu/dept/academic-affairs/student-success-resource-hub/readmission.html>

If you are having trouble completing the Intent to return form or have any questions regarding the Reinstatement process, please contact

[CJACADEMICS@SHSU.EDU](mailto:CJACADEMICS@SHSU.EDU)