

Kent State University

Dismissal Checklist

As you review these recommendations, please keep in mind that not all of them may apply to you. **You should act immediately** on those that do.

- **Consider whether you have a legitimate reason to appeal your dismissal.** The dismissal policy can be found at: <http://catalog.kent.edu/academic-policies/dismissal-appeal-reinstatement-undergraduate/>. If you believe you meet the criteria to appeal, submit your appeal and documentation to the dismissal contact in your College/Campus which can be found at: [What To Do If You Are Dismissed From the University | Kent State University](#) within 10 days of receipt of your dismissal notification.
- **If you have registered for a future term at the Kent Campus or any regional campus of Kent State, your schedule has been cancelled. You do not need to cancel your registration.**
- **If you have paid fees for a future term, the University will issue a refund.** If you have questions regarding fees or refunds, contact the One Stop for Student Services at (330) 672-6000 or www.kent.edu/onestop via the “Contact Us” button.
- **Promptly arrange to check out of your residence hall room by calling Residence Services (330-672-7000).**
- **If you have a balance in your FLASHcash account, call the FLASHcard Office (330-672- 2273) to inquire about a refund.** A *dining plan* balance is nonrefundable.
- If you have questions about financial aid for future terms, loan repayment, transferring aid and/or other related issues, contact the One Stop for Student Services at 330-672- 6000 or www.kent.edu/onestop via the ‘Contact Us’ button.
- **Schedule an appointment with your Kent State academic advisor if you plan to take classes at another school and later apply for reinstatement to Kent State.** You need to make sure that the courses you intend to take are transferrable and that you do not jeopardize your eligibility for any of Kent State’s course repeat or forgiveness policies.
- **If you are an international student** and currently maintain F-1 or J-1 immigration status, you should immediately contact an advisor in the Office of Global Education at 330-672- 7980 or iss@kent.edu. Failure to do so may result in the termination of your immigration status and cancelation of your visa.