



## Instructions: EE/CE/TE Graduate Readmission Petition

If a student's GPA is below 3.0 and is placed on Drop Status or Dismissed, and wants to continue in the graduate program, graduate readmission is required.

The student must complete and sign the first two forms below electronically. Digital signatures must be procured using a UTD computer and the UTD email address must be visible on the signature pane. Email all required documents to [ece-gradprogram@utdallas.edu](mailto:ece-gradprogram@utdallas.edu).

### Required Documents:

- [Readmission Petition Addendum\\*](#)
- [Graduate Readmission Petition](#)
- [Unofficial Transcripts](#)
- [Degree Plan\\*\\*](#)

### MSEE Students:

- If you wish to continue with your current concentration area, submit a degree plan
- If you wish to change concentration area, submit a new degree plan

**Students:** Wait for email notification regarding graduate readmission petition decision. If approved, register after the academic status hold is removed and your matriculation reopens.

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\*Students must clearly indicate why your GPA dropped to below 3.0; your current concentration area; completed courses with grades; and new classes to take/repeat plus grades to make to improve GPA to 3.0 or better; (if applicable, reasons for wanting to switch concentration area).

\*\*Provide all completed courses with grades and semester/year taken; and new classes to take/repeat plus grades to make. Students must sign the degree plan. MS Advisor signature not required.