

**University of the Incarnate Word**  
**4301 Broadway CPO #285, San Antonio, Texas 78209**  
**(210) 829-6005**

**READMIT DECISION APPEAL PROCESS**

Applicants denied readmission to the University may appeal the decision by completing the appeal process. Appeals will be reviewed by appropriate administrators that may include the Director of Admissions, Dean of Student Success, Senior Director of Advising Services, and University Provost.

**Readmission Decision Appeal Process:**

- Complete the bottom of this form.
- Submit any new information (i.e., updated transcripts, letters of recommendation) that may support your appeal.
- Attach a typed personal statement indicating the circumstances to be considered in reviewing your appeal.
- Return this completed form, personal statement, and any new relevant information to the Office of Admissions. Documents should be submitted electronically to [admissiondocs@uiwtx.edu](mailto:admissiondocs@uiwtx.edu) or delivered to the Office of Admissions.
- Upon receipt of information, appeal will be reviewed, and you will be notified in writing of the final decision.

Student Name: \_\_\_\_\_ PIDM: \_\_\_\_\_

Address/City/State/Zip: \_\_\_\_\_

Preferred Phone Number: \_\_\_\_\_ (home / cell / work)

Email: \_\_\_\_\_

Term of Application (circle one):    Fall    Spring    Summer    20\_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_