



Supplement B: *Academic Plan to Accompany Request for Additional Term Probation*

The Academic Plan is a reflection and goal setting activity to help pave your way to successful degree completion at Otterbein. When requesting an extra term probation, Academic Hearing Board would like to know more about your academic journey leading to this point, and more specifically what will change if you are granted this request? Academic probation, while feels like a punishment, is meant to be a protection for you. It asks you to stop, reflect and come up with a new way to be successful at Otterbein.

While you may be required to complete this process, our hope is that it provides an opportunity to think about your past and plan for your future. Your full interest and engagement in the process will result in a better plan.

Take your time!

Complete in Word, fillable PDF or write in the fields, and return to studentsuccess@Otterbein.edu with your petition coversheet.

Academic History Reflection

Thinking about your academic history, please complete the following two charts. One focuses on your academic successes and the other on your challenges. Identifying our successes and challenges helps us build solid paths to success in the future.

Academic Success – think about three moments of success in your academic history. This can be classes that you excelled in, successful projects that you completed or milestones in your academic journey. Describe the elements of success (In other words, why do you identify that as a success). Finally, describe your actions, behaviors or choices that led to that success.

Success Moment	Why was this a success?	What did I do that led to that success?

Academic Challenge— think about three moments of challenge in your academic history. This can be classes that you did not successfully complete, struggles or barriers, or difficult milestones in your academic journey. Describe the elements of challenge (In other words, why do you identify that as a challenge). Finally, describe your actions, behaviors or choices that led to that challenge.

Challenge Moment	Why was this a challenge?	What did I do that led to that challenge?

Reflecting on your Academic Successes and Academic Challenges, what are the things that you will plan to do in the future (and not do in the future) to be more successful? These can be general strategies or related to your specific upcoming courses.

Based on my academic history, I know that I am successful when I do the following things. Therefore, I commit to the following:

- 1.
- 2.
- 3.

Based on my academic history, I know that I experiences challenges when I do the following things. Therefore, I commit to not doing the following things:

1.

2.

3.

Should you be granted the extra term probation, think about the courses you plan to take. When thinking specifically about those classes, what are some specific strategies and campus resources that you will use these classes:

Class	Goal for Class	Specific Strategy that I will use to meet my goal	Resources available on campus to help me

Support Network

An essential tool for being successful in college is having a network of support. Please identify or name at least 1, but ideally up to three people who you consider support advocates for you, and how they will help you moving forward. It is not required, but encouraged, to ask one of these people for a letter of support for your petition.

1.

2.

3.

Plan for the Future

Many students facing suspension have changed majors or are in the process of changing majors. Can you clarify your current major/minor, and your remaining requirements for graduation.

This plan must be supported by a faculty member in your home academic department or the Department Chair. This can be done via email – you'll need them to review your materials, or confirm what you have remaining towards graduation.

Personal Statement

Academic Hearing Board always requires a personal statement with petitions. This is your opportunity to explain what has happened leading to your current academic standing. This can include extenuating circumstances you have dealt with such as Medical issues, mental health challenges, personal issues. This should be 1-2 pages.