



MOLLY A. MOTT, Ph.D.

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May 17, 2018

Subject: Academic Recovery

Dear Student:

SUNY Canton wants every student to succeed academically. Our records indicate that you have not achieved a minimum grade point average or have failed to meet the required number of credits necessary to continue your academic studies. We are offering you an *opportunity to remain a student* at SUNY Canton and recover from your academic difficulty through our Academic Recovery Program (ARP).

Academic Recovery provides students with support and services that will help them perform to the best of their abilities and achieve future academic success. The program includes mandatory meetings with academic advisors and participation in tutoring and academic workshops. Participation in ARP is a requirement of your enrollment for Fall 2018.

To **accept** this opportunity, please complete the following two things:

- Read, sign, and return the enclosed contract by Monday, June 4, 2018.**
- Call your School Dean's Office** (see Academic Recovery Program Details sheet for contact information) to verify that your Fall 2018 semester class schedule is appropriate for your academic standing on or before **Friday, June 8, 2018.**

You may mail, fax, or scan & email your contract to:

Office of the Associate Provost/Dean of Academic Support Services
MacArthur Hall 604
34 Cornell Drive, Canton, NY 13617
Fax: 315-386-7447 • E-mail: livingsj@canton.edu





Or - go to www.canton.edu/recovery to sign and submit your contract electronically.

If there is anything you do not understand about your academic status or requirements, please contact me by phone at 315-386-7425 or by e-mail at livingsj@canton.edu.

Sincerely,

Dr. Molly A. Mott
Associate Provost/Dean of Academic Support Services

To be eligible to return to SUNY Canton for the Fall 2018 semester, I agree to:

-  Return this contract by Monday, June 4, 2018.
-  Call my School Dean by Friday, June 8, to confirm my class schedule (see **Academic Recovery Program Details sheet**).
-  Have my billing completed with a class schedule by Monday, August 27.
-  Meet the requirements of the Academic Recovery Program (**see AR Program Details sheet**)
 1. Attend one Mandatory Academic Recovery Meeting on:
 - Friday, August 24 - - 12 Noon OR
 - Tuesday, August 28 - - 12 Noon OR
 - Wednesday, August 29 - - 3 pm
 2. Return my Advising Checklist by Friday, September 7 by 12 Noon
 3. Attend the Smart Steps Programming
 4. Meet with my Academic Recovery Mentor (assigned at start of semester)
 5. Complete Tutoring Hours in a learning lab each week
 6. Attend all classes
 7. Read my SUNY Canton e-mail every day

I accept the opportunity to register for the Fall 2018 semester under the Academic Recovery program. I understand it is my responsibility to complete the requirements of this program. I realize that failing to do so may result in suspension from the College.

Student Name: _____

Student Signature: _____

ID Number: _____ Cumulative GPA: _____

Major: _____

Date: _____

Return Completed Contract To (mail, fax, or scan & email):

Office of the Associate Provost/Dean of Academic Support Services, MacArthur Hall 604, 34 Cornell Drive, Canton, NY 13617
Phone: 315-386-7425 • Fax: 315-386-7447 • E-mail: livingsj@canton.edu
Or - go to www.canton.edu/recovery to sign and submit your contract electronically.