

To: Students seeking probationary admission to NOC  
Current Grad/Ret GPA is under 2.0

From: Rick Edgington, VP for Enrollment Management/Registrar

Re: Appeal Process for suspended students

If you have been suspended from another college and are seeking admission to NOC you will need to do the following:

- 1) Email Ms. Bryant at [lachelle.bryant@noc.edu](mailto:lachelle.bryant@noc.edu) to make an appointment for an appeal interview. Allow one hour for the interview and enrollment process. All appeals are subject to a committee review and may involve two appointments to complete before enrollment.
- 2) Get an **official copy** of **all** college transcripts. Your current transcript may include previous credits from another college you attended. If so, then an official transcript of every college you attended is not needed at the time of the interview, but transcripts from all institutions you've attended will need to be submitted during your first semester of enrollment with NOC. We use the National Student Clearinghouse database, so please ensure you include each institution attended as failure to do so is considered academic dishonesty.
- 3) Get a copy of your high school transcript with ACT scores. These will be used for course placement only, not for admittance decisions.
- 4) Write a letter discussing in detail these three required areas:
  - 1) What caused the academic failure? (reasonable cause for failure)
  - 2) Why do you think you can succeed this time? (what is your specific plan)
  - 3) What is your specific plan for the semester? (Discuss your time schedule for semester which includes number of hours weekly for study time and/or work schedule)
- 5) Once your meeting time is set, then email your letter to Ms. Bryant and print one copy to bring to the meeting. You may be asked to revise your letter. If so, you will be required to email your revised letter to Ms. Bryant by the day following the interview.

**Items to bring to interview:**

- 1) Typed letter
- 2) All college transcripts (can be unofficial at time of interview)
- 3) High school transcript and ACT scores

Appeal interviews start **June 2nd 2025**. Enrollment will be for **Fall 2025**.