

Readmission Policy

A student who fails to enroll for a semester without an approved leave of absence must apply for readmission to The University and, if accepted, will need to satisfy the catalog requirements in effect at the time of readmission.

Students on an approved leave of absence must apply for readmission but retain the same requirements they had when they matriculated if their leaves do not extend beyond a year.

University policy prohibits students dismissed from another institution or a college of the University from registering for courses in any of the colleges of the University in the semester following dismissal.

A student must apply for readmission to the University through the college in which the intended program of study is housed.

The dean of that college (i.e., the readmitting dean) will confer with the student's dean of last attendance at the University, if different from the readmitting dean, to review the student's eligibility status for readmission to the University, and/or review a transcript and the student's file in the Registrar's Office, Dexter Hanley College or the Graduate School.

The readmitting dean may confer with Student Affairs about any disciplinary or mental health issues that might preclude readmission, and if the student was on medical leave, may also require documentation from the health care provider that the student may now resume their studies.

If the student is requesting readmission into a program other than the one of her/his last attendance, the readmitting dean will confer with the department chair or director of the program to which the student is requesting readmission, when there are program-specific admission requirements.

If the student attended another college or university subsequent to her/his last attendance at the University, the student must submit an official transcript from that institution to the readmitting dean before that dean will render a decision on readmission.

The dean will render a decision and inform the student and Registrar's Office.

If the dean renders a decision to readmit the student, that official transcript will then be forwarded to the Registrar's Office (for undergraduate programs) or Graduate School (for graduate programs) for analysis/determination of transfer credit acceptable toward the intended program of study. Pre-permission to take courses elsewhere is valid only if the student continues in the same program, and if there have been no significant curricular changes mandated by relevant certification bodies in the interim that would affect the transfer credit. Transfer courses would need to be reevaluated upon readmission if the student switches programs.