



To: Applicants for Readmission
From: Gordon M. Stewart, Associate Dean

Decisions to readmit College students are made in accordance with the policies outlined in the University's *Undergraduate Record*. A student in academic Good Standing is usually readmitted without difficulty. For academic information, please see our website: www.virginia.edu/artsandsciences/forundergrads.html.

To apply, please complete:

1. The application form (attached)
2. If you were away from the University because you were suspended, had medical or emotional difficulties, or financial hardship, attach a statement that (1) addresses your readiness to return to fulltime study, and (2) outlines over the remaining semesters those courses leading to the completion of your degree.
3. If you are beyond the fifth semester, please attach a declaration of major. If you declared a major prior to leaving the University, you must either re-declare that major or declare a new one.

You can expedite your readmission by noting the following:

1. Financial Obligations: You must resolve these obligations before your application for readmission to the College can be processed. Please call Student Financial Services (434-982-6000) if you are aware of any possible financial problems.
2. To be readmitted for a fifth or later semester, you must attach a major declaration.
3. To be readmitted for a fifth semester, you must have earned a minimum of 54 hours; to be readmitted for a seventh semester, you must have earned a minimum of 84 hours.
4. Students withdrawn for medical reasons from the University **must** have health clearance from the Department of Student Health. If you withdrew for psychological reasons, you will need to access the Student Health web site for "Medical (Psychiatric) Withdrawal and Re-enrollment Forms and Letters" at <http://www.virginia.edu/studenthealth/CapsWithdrawalForms.html> and follow the directions for obtaining medical clearance for readmission. If you need non-psychiatric medical clearance, you will need to contact Student Health. See their web site at <http://www.virginia.edu/studenthealth/genmed.html>. Your readmission application remains incomplete until medical clearance is received.
5. International students on F1 or J1 student visas must receive written clearance from the International Studies Office, Minor Hall (434-982-3010).
6. The College will be sending all additional official correspondence via e-mail. If you have lost access to your U.Va. e-mail address, you must immediately reactivate your account once readmitted (call the Help Desk at 434-924-3731). You are responsible for reading all materials sent via electronic mail. Unawareness of officially sent e-mail will not be accepted as a reason for failure to comply with information in the message.

Please return the completed form to Mrs. Judy Updike [(434) 924-8867] at:

University of Virginia | College of Arts & Sciences | P.O. Box 400133 | Charlottesville, VA 22904

You will be notified in writing of the Dean's decision.

APPLICATION FOR READMISSION TO THE COLLEGE OF ARTS & SCIENCES

Deadlines: August 1 for a fall semester, December 15 for the spring*)

DATE _____ Intended next full-time registration: Fall _____ Spring _____ Year _____

NAME: _____
(LAST) (FIRST) (MIDDLE)

UNIVERSITY ID#: _____ FIRST-YEAR DORM: _____ OR

_____ Casteen Scholar _____ Echols Scholar _____ Student Athlete _____ Transfer Student

LOCAL PHONE NUMBER: _____ E-MAIL ADDRESS _____

SEMESTER AND YEAR YOU WERE LAST ENROLLED AT UVA _____

PLANNING TO ATTEND (OR CURRENTLY ENROLLED) IN A UVA SUMMER SESSION? yes no

ADDRESS TO WHICH READMISSION PAPERWORK SHOULD BE SENT (please print):

PERMANENT ADDRESS (if different from address already entered)

REASON FOR INITIAL WITHDRAWAL OR LEAVE (Check one):

leave of absence study abroad personal academic suspension financial suspension
 medical military service

1. Are you a veteran? Yes No If yes, what were your dates of service:

2. During your absence from the University, were you arrested or charged with or convicted of or did you serve a criminal sentence for any crime, excluding minor traffic violations which did not involve bodily injury to others? No Yes **If yes, attach your explanation to this application providing a complete and truthful account of the circumstances.**

3. During your absence from the University, did you enroll in another college or university? If so, attach an explanation of where, and in what courses you enrolled.

Has your status as a resident or non-resident of Virginia changed since you were last enrolled at the University as a full time student? **Unless you check one, your application cannot be processed.**

No

Yes If yes, you are referred to the Office of Virginia Status of University students in Peabody Hall (434-982-3391).

This application is accepted with the understanding that you are cleared for readmission with the Dean of Students Office and with the Bursar's Office. If this office is notified otherwise, your registration in the College will be canceled. **Students who have withdrawn from the College for medical or personal reasons should expect the Office of the Dean of Students to request a meeting as part of their return to the University.**

**Late applications will be accepted until the start of classes, but students should expect a delayed response which could extend until the end of the ADD period. Students registering late can expect to pay a late fee.*