

# Re-Admission

Any Stillman student (inclusive of any service member) who has been out of school one semester or more (excluding summer school) for any reason and who desires to be readmitted must submit an application for readmission at least one month prior to the beginning of the term the student plans to enter.

The student should also request that official transcripts from any other institution attended since attending Stillman be sent to the Office of Admissions.

The application for readmission is provided by the Office of Admissions and should be returned to that office when completed.

A student returning after an interruption will be governed by the requirements of the catalog in effect on the date of re-entry.

Service members returning after an interruption due to active duty/deployment, training, conditioning, National Guard training, and all other activities related to military service, shall retain the same academic status held at the college prior to their departure/withdrawal due to military service. It is the responsibility of the service member or an appropriate officer of the respective uniformed services to notify, preferably through written notice, the college of the student's military service. No matter the date of military service, the college should receive the student's intent for readmission within three years of the completion of the military service. At this point, the student (i.e., service member) shall contact the Registrar of the college and/or the personnel that works with the college's Veterans Resource Center. The Office of the Registrar by way of the Registrar will work with the Office of Admissions to assist with the re-admission process.

A student who decides to re-enter the college under a different academic program from the one they left risks extending the time to graduation.

A student who has been suspended from the college for academic deficiencies may petition the Provost/VP for Academic Affairs and the VP for Student Success by way of the Dean of Students for re-admission to the college.

*\*Please note that a "service member" according to the Financial Aid Handbook is "someone who is a member of, applies to be a member of, performs, has performed, applies to perform, or has obligations to perform, service in the uniformed services" (Vol. 2 Ch. 3).*