For Office Use → The College of Saint Rose

APPLICATION FOR	R RESUMPTION OF	FUNDERGRADI	JATE STUDY

SFAREGS:
Phone:
Letter:
Initials:

LAST NAME	FIRST NAME	INITIAL	STUDENT I.D. #
STREET			
CITY	STATE	ZIP COD	DE
HOME PHONE	CELL or WOR	K PHONE	
CHANGE OF ADDRESS YESNO	If yes, is address listed above	your new address?	
CHANGE OF NAME YES NO			al records (see catalogue for requirements)
Semester & year you are ap	oplying to resume study:		
Intended Major:		Previous Major	r:
	ent to the Registrar's Office		eft The College of Saint Rose. You must have an lied to your record at The College of Saint Rose. A DATE OF ATTENDANCE
			For Internal Use Only
Student Signature	Da	te	Last Term:Stud. GPA:
FOR STUDENTS IN GOOD ACADEMIC STANDING:			Stud. GPA:Standing:
SIGNATURE OF DIRECT ACADEMIC ADVISING:_			HOLDS: Stud. Cond.: Fin. Aid:
SIGNATURE OF REGIST	RAR:		_ Res. Life: Bursar:
ADVISOR ASSIGNED:			PQA:
FOR STUDENTS WHO HA I have met with this stu			ONS. Registrar: that apply for this student are as follows:
Comments:			
	rs or Designed		Date
Vice President for Student Affair	is, or Designee		
FOR STUDENTS WHO HA	VE BEEN DISMISSED FO		
	VE BEEN DISMISSED FO		SONS, OR STUDENTS WITH A GPA BELOW 2.0: that apply for this student are as follows:
FOR STUDENTS WHO HAT I have met with this stu	VE BEEN DISMISSED FO		

THE COLLEGE OF SAINT ROSE RESUMPTION OF UNDERGRADUATE STUDY POLICY

1. Students in Good Academic and Student Conduct Standing:

Students who have officially withdrawn, or who have not attended the College for a period of one year or more (two consecutive semesters, summer sessions are not included), must complete an Application for Resumption of Undergraduate Study. Students in good academic standing (with a GPA of 2.0 or above) should submit the above application to the Director of Academic Advising (518-454-5217). The review process includes verification of student status by appropriate campus offices. Under some circumstances, students may be approved to resume study provided that conditions, outlined by the appropriate Dean and/or Vice President of Student Affairs or designee, are met. In some cases as a condition of resumption of study the Director of Academic Advising may require students to work with the Academic Support Center to develop an academic support plan.

2. Students Not in Good Academic Standing:

Students may not be in good standing as a result of either academic or student conduct dismissal. If the dismissal is academic, it is binding for a period of at least one year. Students who have been academically dismissed (or who have GPA below 2.0) and wish to resume study at the College must:

- a. Complete the Resumption of Undergraduate Study form.
- b. Provide evidence of likelihood of success. Evidence may include such documentation as a letter of recommendation from an employer, or a transcript indicating successful completion of course work at another college.
- c. Contact the appropriate dean's office (see phone numbers below) in order to request re-admittance to the College. The dean reserves the right to determine whether evidence presented in support of resumption indicates probable success.
- d. Meet with the Director of Academic Advising (518-454-5217), once resumption of study is approved by the dean, for advisement or to be assigned an advisor.
- e. If you are resumed, you will be required to register for CDS 021 Strategies for College Success, which is taught by the Director of the Academic Support Center.

Dean of Arts and Humanities	(518) 454-2860
Dean of the School of Business	(518) 454-5272
Dean of the School of Education	(518) 458-5388
Dean of Math and Science	(518) 458-5396

3. Students Not in Good Conduct Standing:

Students who have been dismissed or suspended for student conduct reasons, but who are in good academic standing may request resumption of study at the time designated in their letter of sanction. They must:

- a. Complete the Resumption of Undergraduate Study form.
- b. Provide documentation, as outlined in the letter of sanction, which certifies that they are able to rejoin the campus community as a contributing member.
- c. Make an appointment with the Assistant Vice President for Student Affairs (518-454-5170) to request readmittance to the College. The Assistant Vice President reserves the right to determine the student's readiness to resume life within the College community.
- d. Meet with the Director of Academic Advising, once resumption of study is approved by the Assistant VP, to be officially resumed and to be assigned an advisor.

All students who resume study are subject to College programs and policies in the effect at the time of resumption of study.