

Application for Readmission

Important Notes:

- The deadline for readmission is the Friday before the semester begins. Please note that processing may take up to 10 business days.
- If you have attended other institutions since leaving Augsburg, send official transcripts to the Registrar's Office.
- All financial holds must be cleared before you can be approved for readmission.
- If you were academically dismissed, withdrew while on academic probation, or have a GPA below 2.0, you will need to submit a statement explaining your circumstances for review by the Student Standing Committee (this review extends processing time).
- If you withdrew for medical reasons, you will need to submit a doctor's note indicating you are well enough to resume your studies.
- If you have changed your name since you last attended, you will need to submit a copy of your name change document to have your name changed on your student record.

Instructions:

- Complete the form (including page 2 for WEC applicants). Be sure to fill out all fields. Collect any necessary documentation (i.e. transcripts, doctor's note).
- Submit form and documentation to the Registrar's Office.
- Check the email address you provided for notification of your readmission decision.
- If approved, follow instructions for registration.

Submit:

In person:

Enrollment Center
Sverdrup Hall 101

By mail:

Augsburg College, CB 71
Registrar's Office
2211 Riverside Avenue
Minneapolis, MN 55454

By email or fax:

registrar@augsborg.edu

Fax: 612-330-1425

Phone: 612-330-1036

Last Name

First Name

Middle Initial

Other Names Under Which You Attended

Email Address (an address you check regularly)

Student ID (if known)

Social Security Number

Date of Birth (MM/DD/YY)

Phone

Street

City

State

Zip

1. Program:

☐ Day

☐ Adult Undergraduate*

Location: ☐ Minneapolis (AU) ☐ Rochester (ROCH)

☐ Graduate (specify) _____

Location: ☐ Minneapolis ☐ Rochester

☐ Weekend/Evening College (WEC) (only available to former WEC students until Spring 2017, complete contract on page 2)

2. Intended Major/Minor:

**Your request will be denied if you are requesting to readmit to a major not offered in the Adult Undergraduate Program. Visit www.augsburg.edu/academics/majors for majors by program.*

3. Semester: ☐ Fall ☐ Spring ☐ Summer

4. Military Member/Veteran: ☐ Yes ☐ No

5. Eligible for VA Education Benefits: ☐ Yes ☐ No

6. Have you ever been convicted of a felony? ☐ Yes ☐ No
If yes, provide comments on separate page.

7. Reason for returning to Augsburg:

☐ Complete degree

☐ Complete additional major/minor

☐ Obtain professional certification or teaching licensure

☐ Take prerequisites for graduate program

☐ Other _____
(attach separate page if necessary)

8. Reason for leaving:

☐ Financial

☐ Personal

☐ Medical (must include doctor's note)

☐ Academic Dismissal (must submit statement for review by Student Standing Committee)

☐ Other _____ (attach separate page if necessary)

9. Previous Education: (official transcripts are required for all coursework taken since you last attended Augsburg)

Student Signature (Required)

Date

It is the policy of Augsburg College not to discriminate on the basis of race, creed, religion, national or ethnic origin, age, gender, sexual orientation, veteran status, public assistance status, marital status, or handicap, as required by Title IX of the 1972 Educational Amendments or Section 504 of the Rehabilitation Act of 1973 as amended, in its admissions policies, educational programs, activities and employment practices.

OFFICE USE ONLY

DECISION:

DATE:

DATA ENTRY:

Financial Holds: _____

☐ Approved

Program: _____

Academic Holds: _____

☐ Denied

Semester: _____

Other Holds: _____

☐ Notified of Hold

Classification: _____

☐ Program Enrollment

☐ Event Note

☐ Notification

Application for Readmission

Weekend/Evening College (WEC) Readmission Contract

Only former WEC students requesting readmission to WEC must read and initial the items below and sign and date at the bottom of the page.

- _____ I understand the Weekend and Evening College (WEC) program is being replaced by the Adult Undergraduate (AU) program. The transition will occur between Fall 2014 – Spring 2017.
- _____ I understand the WEC program will end on April 28, 2017. After that time, my program enrollment will be automatically changed to the DAY program and I will pay DAY program tuition rates for future terms. Tuition rates are available at www.augsburg.edu/studentfinancial/tuition.
- _____ I understand that I may elect to change to the AU program if my major is offered in the AU program. A Change of Program Form must be filed prior to the start of the semester in which the change is to take place. I have reviewed the AU majors available online at <http://www.augsburg.edu/academics/majors>.
- _____ I understand WEC classes will be gradually phased out and offerings may be limited during the transition period, Fall 2014 – Spring 2017. In addition, I understand classes will be offered on both a weekend and evening schedule during this transition period and some majors may require courses on the DAY and AU program schedule. A list of majors that may be partially completed on the evening DAY schedule is found online at <http://www.augsburg.edu/academics/majors>.
- _____ I understand the College has committed to the following benefits to assist WEC students during the transition from WEC to AU:
- The net WEC tuition cost will remain static through Spring Semester 2017.
 - WEC students may register for classes in any undergraduate program online when their initial registration window opens.
 - WEC students are required to meet with a faculty or academic advisor each semester to plan timely progress to degree completion.

Student Signature (Required): _____ **Date:** _____