

Application for Readmission or Reinstatement

APPLY ONLINE AT WWW.UGA.UMD.EDU



UNIVERSITY OF MARYLAND

DEADLINES

READMISSION

Although there are no deadlines for **readmission**, you are encouraged to apply early in order to take advantage of early registration, advising and course availability.

REINSTATEMENT

The deadlines for reinstatement are as follows:

FALL	July 1
WINTER TERM	November 1
SPRING	December 1
SUMMER SESSION I	May 1
SUMMER SESSION II	June 1

Apply on time. If you do not have all of the required information available, we will process your application and hold final review pending receipt of any additional information and/or materials.

FOR MORE INFORMATION

Office of Undergraduate Admissions
Mitchell Building
University of Maryland
College Park, MD 20742-5235

College Board Code: 5814

ACT Code: 1746

Phone: 301.314.8385
1.800.422.5867
Fax: 301.314.9693
E-mail: um-admit@umd.edu
Web: www.uga.umd.edu

Campus Information

Phone: 301.405.1000
Web: www.maryland.edu

FINANCIAL AID DEADLINE

To be considered for need-based financial aid, a student must complete and submit the Free Application for Federal Student Aid (FAFSA) as soon as possible. Do not wait to be admitted to the University of Maryland before submitting the FAFSA. The FAFSA can be completed online at www.fafsa.ed.gov. When completing the FAFSA, be sure to request that a copy be sent to the **University of Maryland, College Park: 002103**. For more information visit www.financialaid.umd.edu or call 301.314.9000.



Thank you for your interest in returning to the University of Maryland.

This application is to be used only by individuals who have previously attended the University of Maryland, College Park, as undergraduates. Students who attended on a “term only” basis, or who were admitted to the university but did not attend, must complete a regular application for undergraduate admission found at www.uga.umd.edu. Readmission or reinstatement applicants may be required to submit clearances from the bursar, the Office of Student Conduct, the University Health Center, International Education Services, a college or department or the Graduate School. There is no application fee for readmission or reinstatement.

READMISSION

If you left in good standing or were on academic warning/probation at the end of your last semester of attendance, you must apply for readmission. Although there are no deadlines for readmission, you are encouraged to apply as early as possible in order to take advantage of early registration and academic advising. Readmission applications require approximately 10 business days for processing.

Students applying for readmission will be readmitted into the major they were in during their last semester of enrollment. Students requesting readmission into a different major must change their major and provide the Office of Undergraduate Admissions with verification of the new major change once approved by their college advisor.

REINSTATEMENT

If you were academically dismissed or withdrew at the conclusion of your last semester of attendance, you must apply for reinstatement. You may apply for reinstatement immediately following a dismissal or for any subsequent semester. This is done by submitting an application for reinstatement, which includes a written statement explaining the circumstances leading to your dismissal and a proposed plan to remedy past difficulties.

Additional information such as medical documentation, letters of reference and recommendations, etc., may be submitted to further explain the circumstances. If you attended any other college or university since your last enrollment at the University of Maryland, College Park, you must submit official transcripts along with your reinstatement application. Reinstatement applications require four to six weeks for processing.

All applications for reinstatement are subject to review by a Faculty Petition Board. The board is comprised of tenured faculty appointed by the assistant vice president for academic affairs. They are the sole arbitrators in the cases of students who apply for reinstatement following academic dismissal. Students do not meet with members of the Faculty Petition Board. This protects the anonymity of the board and ensures a fair and unbiased decision for each applicant.

Important Information

ACADEMIC CLEMENCY

Undergraduate students returning to the University of Maryland, College Park, after a separation of at least five calendar years may petition the appropriate dean for academic clemency. The petition for clemency must be filed during the first semester of reenrollment. Approval is not guaranteed; it is granted at the discretion of the dean. For additional information concerning clemency, please refer to the Undergraduate Catalog at www.umd.edu/catalog or contact an academic advisor in your college.

ACADEMIC RETENTION PLAN

The standards for undergraduate academic performance apply to all undergraduate students enrolled on the College Park campus. Requirements for satisfactory performance are based upon a cumulative grade point average. If you are reinstated with a low cumulative grade point average, you and your advisor should develop a plan that would minimize the possibility of future dismissal. Please refer to The Undergraduate Policy on Academic Probation and Dismissal in the Undergraduate Catalog at www.umd.edu/catalog. It details the requirements for satisfactory progress to maintain enrollment and achieve academic success. Students who need additional information should contact an academic advisor in their college.

PREVIOUS BILLS

Any outstanding charges or debts owed to the university from previous semesters must be cleared before your application can be processed. Inquiries should be directed to the Office of the Bursar at 301.314.9000.

INTERNATIONAL STUDENTS

The Office of International Education Services (IES) must clear students applying with F-1 or J-1 visa status. After it is determined that an international student is academically admissible, IES will send special I-20/DS-2019 instructions to the student.

SELECTING A MAJOR

The Office of Undergraduate Admissions adheres to a policy that students are best served by changing majors with the assistance of an academic advisor. As a result, students will be readmitted into the major that they were in during their last enrollment.

Students who have not yet graduated and are seeking readmission to a different or new major must provide the Office of Undergraduate Admissions with verification of the major change.

Any student whose major has been eliminated or has suspended admission must change majors or have approval of that major to be readmitted into it.

Students seeking readmission after earning a degree will be readmitted as non-degree seeking students in the Division of Letters and Sciences. Those wishing to seek a second degree must get permission for a major change from the academic department.

Those students seeking reinstatement after withdrawal or academic dismissal may be required to change majors depending on individual circumstances. Those seeking reinstatement to a Limited Enrollment Program will be required to obtain secondary approval from the LEP college or major. See back inside cover for major choices and codes.

DECISIONS

Decisions are sent to students in writing at their permanent addresses. They are also available via the Web at www.testudo.umd.edu. Click on the Admissions link and choose Reenrollment Status. Enter the information required to access your reenrollment decision.

TRANSFER CREDIT

Course work completed at a regionally accredited college which is similar in nature, content and level of instruction to University of Maryland, College Park, courses will be evaluated for transfer if submitted on an official transcript. Once you have been readmitted and your transfer credit has been posted, you may access a preliminary evaluation of it at www.tce.umd.edu/tceval.html.

GOLDEN ID PROGRAM

The University of Maryland participates in the Golden Identification Program and makes courses and various services available to persons 60 or older, who are legal residents of the state of Maryland, and who are retired (not engaged in gainful employment for more than 20 hours per week). If admitted to the university, they register on a space-available basis for credit courses as regular or special students in any term and pay an administrative fee for each semester registered.

NON-DEGREE SEEKING

Please note that admission as a non-degree seeking student is as competitive as applying for degree-seeking admission. For Question 16 on the application, please check "No."

POST BACCALAUREATE

Students with a bachelor's degree who wish to apply for readmission as a non-degree seeking student and earned their degree in the United States do not need to submit college transcripts.

NAME: _____ SSN: _____ (if applicable)

19. List all colleges and universities you have attended since your last enrollment at the University of Maryland, College Park. Include other University System of Maryland institutions (if any). If you are applying for reinstatement, you must provide an official transcript from each school listed to have your application reviewed.

a. NAME OF INSTITUTION _____ Currently Attending? Yes No

CITY _____ STATE _____ COUNTRY _____ Type: 2-year 4-year

Dates of Attendance From _____ / _____ Through _____ / _____ CREDITS ATTEMPTED (In Progress) _____ CREDITS EARNED _____

MONTH YEAR MONTH YEAR

b. NAME OF INSTITUTION _____ Currently Attending? Yes No

CITY _____ STATE _____ COUNTRY _____ Type: 2-year 4-year

Dates of Attendance From _____ / _____ Through _____ / _____ CREDITS ATTEMPTED (In Progress) _____ CREDITS EARNED _____

MONTH YEAR MONTH YEAR

20. Since your first enrollment at the University of Maryland, College Park:
Has disciplinary action been initiated or taken against you at any of the institutions attended, including the University of Maryland? (If yes, please attach a statement describing the incident and its resolution.)
 Yes No
Have you been indicted for, pleaded guilty to, or found guilty of any criminal offense excluding minor traffic violations? (If yes, please attach a statement describing the incident and its resolution.)
 Yes No
Have you received a dishonorable discharge from the military? (If yes, please attach a statement describing the incident and its resolution.)
 Yes No

21. Please check the appropriate box: The information on this item is requested solely for the purpose of determining compliance with federal civil rights laws. Your response is completely voluntary and will not affect consideration of your application. By providing this information, you will assist us in assuring that this program is administered in a nondiscriminatory manner.

American Indian/Alaskan Native Hispanic/Latino
 Black or African American White
 Asian or Pacific Islander Other or Not Reported: _____

22. Are you a United States Citizen? Yes No
Will you need a F/J visa? Yes No

TYPE OF VISA or ALIEN REGISTRATION NUMBER _____ Date Issued _____ / _____ / _____ Date of Expiration _____ / _____ / _____
MONTH YEAR MONTH YEAR

COUNTRY OF BIRTH _____ COUNTRY OF CITIZENSHIP _____

NAME: _____ SSN: _____ (if applicable)

APPLICANT STATEMENT

This section must be completed by students applying for reinstatement following academic dismissal or withdrawal. Applications for reinstatement will not be evaluated without this statement. If additional space is needed, please attach a separate piece of paper.

23. What circumstances led to your withdrawal, or what problems contributed to your academic dismissal?

24. What have you done to remedy these circumstances or problems?

SIGNATURE

APPLICANTS: I certify that the information on this application is complete and correct. If it is not, I understand that cancellation of reenrollment and registration may result. I agree to abide by the rules, policies and regulations of the University of Maryland, including the following Honor Statement:

“By establishment of a Student Honor Council, the University of Maryland entrusts students with responsibility for promoting the highest standards of academic integrity. I understand and affirm my commitment to those standards, as specified in the University’s Code of Academic Integrity.”

SIGNATURE OF APPLICANT DATE

NAME: _____ SSN: _____ (if applicable)

NAME: _____ SSN: _____ (if applicable)

RESIDENCY INFORMATION

Please review the University System of Maryland Residency Policy online at www.testudo.umd.edu/rco/policy.html

Do you wish to be considered for in-state tuition status? Yes No
(If yes, you must complete this section of the application.)

IF ANY OF THE CATEGORIES BELOW APPLY, PLEASE CHECK THE APPROPRIATE BOX, PROVIDE REQUESTED INFORMATION AND/OR DOCUMENT.

I am a part-time (50%) or full-time regular employee of the University System of Maryland or, I am the spouse, or a financially dependent son/daughter (parent or legal guardian), of a regular employee of the University System of Maryland.

Please indicate relationship _____
Please attach a letter of verification from the Human Resources Office of the campus at which you or your spouse or parent or legal guardian is employed.

I am a full-time active member of the U.S. Armed Forces whose home of residency is Maryland or one who resides or is stationed in Maryland, or the spouse or a financially dependent child of such a person. Please attach a copy of your deed or lease (if applicable), or verification from the service that you have declared Maryland as your "home of residency" (if applicable); and the most recent assignment orders. Also, please indicate date of expected separation from the military _____

I am a veteran of the United States Armed Forces who received an honorable discharge within the past 12 months and received my high school education in Maryland. Please attach a copy of form DD-214 and documentation of enrollment in a Maryland high school for a minimum of three years, and graduation from a Maryland high school or receipt of a GED diploma in Maryland.

Applicants seeking in-state status must complete the following questions. Failure to complete all of the required items may result in a non-Maryland resident classification and out-of-state charges being applied. Residency classification information is evaluated in accordance with the University System of Maryland policy on residency. The applicant may be contacted for clarification of an item or for additional information as necessary.

PLEASE CHECK ONE:

I am financially independent. I have earned taxable income and I have not been claimed as a dependent on another person's most recent income tax returns.

I am financially dependent on another person who has claimed me as a dependent on his/her most recent income tax returns, or I am a ward of the State of Maryland. If a ward of the State, please submit documentation and go to item 10.

Name of person or agency upon whom dependent and relationship to applicant: _____

a. How long have you been dependent upon this person? _____

b. Is the person a resident of Maryland? Yes No

c. Address of this person: _____

d. Is this person a citizen of the United States? Yes No

i. If no, type of visa: _____ ii. Expiration date of visa: _____

iii. Alien Registration No. _____ iv. Date of Issuance: _____

e. Has this person filed a Maryland state income tax return for the most recent year on all earned income including taxable income earned outside of Maryland? Yes No

If yes, list actual years Maryland income tax returns have been filed within the past three years.

i. Years filed: _____

ii. If a Maryland tax return has not been filed within the last 12 months, state reason(s): _____

f. Signature of this person: _____

NAME: _____ SSN: _____
(if applicable)

The Student Applicant is responsible for completing items 1 - 10.

1. Permanent address: _____

Length of time at permanent address ____ years ____ months

If less than 12 months, provide previous address: _____

Length of time at previous address ____ years ____ months

Yes No 2. Are you residing in Maryland primarily to attend an educational institution?

Yes No 3. Are all, or substantially all of your possessions in Maryland?

Yes No 4. Do you possess a valid driver's license?

a. If yes, initial date of issue _____ b. In what state? _____

c. Most recent date of issue _____ d. In what state? _____

Yes No 5. Do you own any motor vehicles?

a. If yes, initial date of registration? _____ b. In what state? _____

c. Most recent date of registration _____ d. In what state? _____

Yes No 6. Are you registered to vote?

a. If yes, in what state? _____ b. Date of registration: _____

c. Were you previously registered to vote in another state? _____

Yes No 7. Have you filed a Maryland state income tax return for the most recent year? If yes, list actual years you have filed Maryland income tax returns within the past three years.

a. Years filed: _____

b. If you did not file a tax return in Maryland within the last 12 months, state reason(s):

Yes No 8. Is Maryland state income tax currently being withheld from your pay? If no, provide explanation.

Yes No 9. Do you receive any public assistance from a state or local agency other than one in Maryland?

a. If yes, please explain _____

I certify that the information provided is complete and correct. I understand that the university reserves the right to request additional information if necessary. In the event the university discovers that false or misleading information has been provided, the student applicant may be billed by the university retroactively to recover the difference between in-state and out-of-state tuition for the current and subsequent semesters.

10. _____
SIGNATURE OF APPLICANT DATE

PRINT NAME

COURSES OF STUDY

THE OFFICE OF UNDERGRADUATE ADMISSIONS adheres to a policy that students are best served by changing majors with the assistance of an academic advisor. As a result, students will be readmitted into the major that they were in during their last enrollment. Students requesting **readmission** into a different or new major must provide the Office of Undergraduate Admissions with verification of the major change.

LIMITED ENROLLMENT PROGRAMS (LEP)

Limited Enrollment Programs have limited space and more competitive requirements. Students previously enrolled in an LEP will be placed back in the LEP major. Those wishing to switch to an LEP will need to meet the requirements. Please visit www.lep.umd.edu for more information.

Architecture (02022)
 Business and management
 Accounting (0503A)
 Finance (0503F)
 General business (0503G)
 General business: international (0503I)
 Information systems (0702B)
 Logistics, transportation and supply chain management (0503T)
 Marketing (0503M)
 Operations management (0503R)
 Communication (1506A)
 Education
 Undecided teacher education (08010)
 Art education (0831L)**
 Early childhood (0823L)
 Elementary (0802L)
 English language arts (0840L)**
 Foreign language (0841L)**
 Mathematics (0833L)**
 Science (0834L)**
 Social studies (0842L)**
 Special education (0808L)
 Engineering
 Undecided engineering (09000)
 Aerospace (09020)
 Bioengineering (0903Z)
 Chemical (09060)
 Civil (09080)
 Computer (09991)
 Electrical (09090)
 Fire protection (0999A)
 Materials science (09150)
 Mechanical (09100)
 Government and politics (2207B)
 Journalism
 Journalism undecided (06010)
 Broadcast news (0601B)
 Magazine (0601C)
 News/editorial (0601D)
 Landscape architecture (02040)
 Psychology (20010)

**Indicates secondary education majors. Students majoring in secondary education are required to double major in their respective academic area.

African American studies (22110)
 Agricultural and resource economics (01110)
 Agriculture and resource economics: agribusiness (0111C)
 Agricultural and veterinary medicine (1299D)
 Agricultural general (01010)
 American studies (03130)
 Animal sciences
 Animal biotechnology (0104F)
 Animal care and management (0104A)
 Equine studies (0104C)
 Laboratory animal care (0104D)
 Sciences/pre-professional (0104E)
 Anthropology (22020)
 Art history (10030)
 Astronomy (19110)
 Biochemistry (04140)
 Biological sciences
 Cell biology and genetics (0404A)
 Ecology and evolution (0404B)
 General biology (0404C)
 Microbiology (0404D)
 Physiology and neurobiology (0404E)
 Central European, Russian and Eurasian studies (03070)
 Chemistry (19050)
 Chinese (11070)
 Classical languages and literature (15040)
 Community health (08370)
 Computer science (07010)
 Criminology and criminal justice (22091)
 Dance (10080)
 Dietetics (1307D)
 Economics (22040)
 English language and literature (15010)
 Environmental science and policy
 Policy (2299P)
 Science (2299S)
 Family studies (1305F)
 Food science (01130)
 French language and literature (11020)
 Geography (22060)
 Geology (19140)
 German language and literature (11030)
 Hearing and speech sciences (12200)
 History (22050)
 Italian language and literature (1104A)
 Japanese (11080)
 Jewish studies (03990)
 Kinesiological sciences (08351)
 Letters and sciences (4901Z)
 Linguistics (15050)
 Mathematics (17010)
 Music
 Liberal arts program (10050)
 Music education (1004G)
 Professional program (10040)
 Natural resources management
 Environmental, educational and park management (01158)
 Land and water management (01157)
 Plant and wildlife management (01156)
 Natural resource sciences
 Conservation of soil, water and environment (0107A)
 Horticulture and crop production (0107B)
 Landscape management (0107C)
 Plant sciences (0107D)
 Turf and golf course management (0107E)
 Urban forestry (0107F)
 Nutritional sciences (1306H)
 Philosophy (15090)
 Physical education (08350)
 Physical sciences (1901U)
 Physics (19020)
 Romance languages (11980)
 Russian language and literature (11060)
 Sociology (22080)
 Spanish language and literature (11050)
 Studio art (10020)
 Theatre (10070)
 Undecided—letters and sciences (4901Z)
 Women's studies (49905)
PRE-PROFESSIONAL ADVISING PROGRAMS
 Students who wish to pursue any of these professional preparation programs and receive pre-professional advising may begin their studies in one of the majors listed on this page or may explore majors through the Division of Letters and Sciences, but will be required to choose a degree-granting major by 60 credits. For some of these programs, special codes are designated.
 Pre-dental hygiene (12130)
 Pre-dentistry**
 Pre-law**
 Pre-medical technology (12230)
 Pre-medicine**
 Pre-nursing (12030)
 Pre-occupational therapy**
 Pre-optometry**
 Pre-osteopathic medicine**
 Pre-pharmacy (12110)
 Pre-physical therapy (12120)
 Pre-podiatry**
 Pre-veterinary (see animal sciences - pre-professional/sciences)
 **You may select any degree-granting major listed on this page or Letters and Sciences.



Office of Undergraduate Admissions
Mitchell Building
College Park, MD 20742-5235

www.maryland.edu

NONDISCRIMINATION POLICY

The University of Maryland is an equal opportunity institution with respect to both education and employment. The university does not discriminate on the basis of race, color, religion, national origin, sex, age, or handicap in admission or access to, or treatment or employment in, its programs and activities as required by federal (Title VI, Title IX, Section 504) and state laws and regulations. Inquiries regarding compliance with Title VI of the Civil Rights Act of 1964, as amended, Title IX of the 1972 Educational Amendments, Section 504 of the Rehabilitation Act of 1973, or related legal requirements should be directed to: Director, Office of Human Relations, 1130 Shriver Laboratory, East Wing, University of Maryland, College Park, MD 20742. Telephone: 301.405.2838 or 301.314.9993 (TTY).

Inquiries concerning the application of Section 504 and part 34 of the C.F.R. to the University of Maryland, College Park, Maryland, may be directed to: Director, Disability Support Service, 0126 Shoemaker Hall, University of Maryland, College Park, MD 20742. Telephone: 301.314.7682 or 301.314.7683 (TTY).

In addition to the university's statement of compliance with federal and state laws, the University Human Relations Code notes that the University of Maryland affirms its commitments to a policy of eliminating discrimination on the basis of race, color, creed, sex, sexual orientation, marital status, personal appearance, age, national origin, political affiliation, physical or mental disability, or on the basis of the exercise of rights secured by the First Amendment of the United States Constitution.