Route this form to:
collegeregistrar@azure.edu
Rev: February 2015

![AZURE COLLEGE]

Readmission Request: (Nursing)

Students who are dismissed from their program may apply for readmission. Students who enroll in Azure College's Nursing Program and leave for any reason are permitted <u>one opportunity</u> for readmission. Readmission to the program is not guaranteed, regardless of the reason for dismissal. Students are readmitted on a space available basis. Once readmitted into the program the student will adhere to the current College catalog and School of Nursing handbook.

<u>Eligibility:</u>
To be eligible for readmission, the student's overall college level grade point average should be at least 2.000 or higher. If lower, academic clearance is required from the program administrator.
Students who seek readmission within a six month period may be readmitted into the courses they were enrolled at the point of exit. If it has been longer than six months, the student's Azure academic transcript will be evaluated for transferrable credits or program clock hours.

Please review the information and instructions.

Last Name:	First Name:		Student ID#:	
Street Address:	City:		State / Zip:	Campus:
Contact Number:	Program:		Major:	
Last date of Attendance:		Date of Withdrawal:		
Type of Request: ☐ Remediation ☐ Regular Admission		Dismissal Reason:		

Academic Advisement:

_____ _____ _____ _____
Student's Signature   Date   Program Administrator   Date

Recommendation: Approve   Not approve   *(approval does not mean acceptance)*

For college use only (process within 48-72 hours):

Date received: _____

____ **SFA cleared** ___**SFA not cleared:** _____

Finance Director: _____ **/ Date:** _____

____ **Approve**   ___ **Do not approve:** _____

Corporate Administrator: _____ **/ Date:** _____

For Registrar use only:

Date activated:	Program Notification:	Student Notification:	FA Notification:	System:

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READMISSIOIN REQUEST –
Instructions
- Complete the Readmission Request form
- Complete an academic advisement with the program administrator, prior to the term you are seeking readmission too.
- Completed forms will be submitted to the college registrar at: collegeregistrar@azure.edu
- Upon college notification of your reinstatement, you will be allowed to apply to the approved program you are seeking admission. Approval does not equal acceptance into the program.

Important notes

- **Plan ahead:** Initiate the reinstatement process with the program administrator at least four weeks prior to the date you wish to apply for readmission.

- **If accepted:** You must register the term/year for which you are approved for reinstatement.

- **IMPORTANT**: A student cannot registrar for classes while on dismissal status. Registration can only be completed when the student is on ACTIVE status.

- Failure to do so will invalidate your reinstatement; you may be required to apply for readmission.

Related information

- Student Conduct Code
- Readmission policies and procedures
- Course registration policy and procedures