INSTRUCTIONS AND INFORMATION FOR UNDERGRADUATE RE-ENTRY

Please read the instruction carefully. Complete the application and submit it to the Office of the Registrar by the due dates listed on the website.

**Do not file this application if you applied but never attended Baruch College.**

A *nonrefundable* $10 processing fee must accompany this application. Please submit only check or money order payable to Baruch College.

*Please do not fax your application. Faxed application will not be accepted.*

This application must be filed by undergraduate degree and non-matriculated students who have previously attended Baruch.

**If you have been dismissed, contact The Center for Advisement and Orientation, VC 5-215, for the deadline for accepting appeals for reinstatement.**

**REQUIREMENTS FOR RE-ENTRY**

- If you are re-entering to a special program (e.g., SEEK), you must notify the appropriate office.

- Students who are not citizens of the United States are required to submit documentation pertaining to their immigration status. If you have been out of school for more than *one year* and are re-entering with a different address, you must reestablish your New York State residency. For further information, please contact the residency coordinator at (646) 312-1179.

- An Immunization Record, if required, must be submitted to the Student Health Office, 137A E. 25th Street, before you can register. For further information, please contact the Student Health Office at (646) 312-1163.

- Students who are re-entering must meet scholastic standards in effect at the time of readmission.

- Students with 78 credits or more must declare their major field of study with the appropriate academic department.

Transcripts of coursework taken since you last attended Baruch must be submitted for evaluation. Transcripts should be sent to the attention of: **Transfer Credit Evaluators, Office of the Registrar, 151 E. 25th Street, Box H-0850, New York, NY 10010.**
APPLICATION FOR UNDERGRADUATE RE-ENTRY

Social Security Number: ___________________  Date of Birth: ________________

Mr. □ Ms. □ ____________________________________________________________________

Last Name          First Name          MI

Street Address: ________________________________________________________________  Apt. #: ______

City: _________________________________  State: _____________________ Zip: ________

Length of time at the above address ____________________________

Length of time in NYC _________     Years/Months in NYS __________

    Years/Months

Telephone # Day: (_____) _____-_______ E-mail: _______________________________

Are you a U.S. Citizen?  YES □       NO □

If no, state the Country of Birth: ____________________________  Country of Citizenship ________________

Immigration Status:

□ U.S. Permanent Resident: __________________

Alien Registration Card#  Date Issued  Expiration Date

□ Other: ____________________________

Please Specify Type of Visa

Previous Status (check one): □ Matriculated          □ Non-matriculated

Former Name (if applicable): ____________________________

Number of Credits Completed: __________   Last term of attendance: □ Fall  □ Spring  □ Summer  19____  20____

Have you attended any other school since leaving Baruch: □ Yes  □ No

If yes, please indicate the school(s) and dates of attendance:

________________________________________________________________________________________

Intended status at Baruch □ BBA  □ BA  □ BS  □ Nonmatriculated  Major _____________

I wish to register for: □ Fall  □ Spring  □ Summer  20____

I wish to attend in the: □ Day (Matriculated only)  □ Evening

-----------------------------------------------------------------------------------------------

Date       Student’s Signature

===============================================Office Use Only===============================================

Imm.: □ Yes  □ No  Trans.: □ Yes  □ No  Stops: ______

Dis.: □ Yes □ No  Reinst.: □ Yes  □ No  Pro.: □ Yes  □ No

GPA: ________  Approved: _____  Denied: ______

GIF: ______  TCU: ______  SPR: ______  PIN: ______

Re-entry approved per: __________________________________

Revised 8/19/2004