

College of Continuing Studies
2083 Lawrenceville Road
Lawrenceville, NJ 08648
609/896-5033

Application for:	<input type="checkbox"/> Re-Admission	Term/Year _____
	<input type="checkbox"/> Re-Enrollment	Term/Year _____
	<input type="checkbox"/> Declaration of Second Major [Post graduates only]	Term/Year _____

Name [Mr. or Ms.] _____ [Former name, if any] _____

Home Address/City/State/Zip _____

Social Security Number _____ Birth Date _____ Home Telephone () _____

Employer's Name/Address/Phone _____

_____ email _____

Date of Last Attendance at Rider _____ Did you graduate from Rider? Yes No

Last College Attended at Rider:

- | | |
|---|---|
| <input type="checkbox"/> College of Continuing Studies | <input type="checkbox"/> Westminster Choir College |
| <input type="checkbox"/> College of Business Administration | <input type="checkbox"/> College of Liberal Arts, Education & Science |
| <input type="checkbox"/> Graduate: Business or Education and Human Services | |

Have you been dismissed from Rider or any other institution because of poor scholarship or disciplinary action?
 Yes No

If yes, [Name of institution] _____ Date _____

If yes, please follow the instructions on the reverse side of this application.

If applying for re-admission, what is your degree objective and major? _____

If applying for declaration of a second major, what is your requested second major? _____

List all colleges attended since you left Rider University: _____

A student who is applying for re-admission/re-enrollment/or declaration of a second major and has not been enrolled at Rider University within two calendar years, must pay a non-refundable \$30.00 application fee. The application fee must accompany this application.

I hereby apply for re-admission/re-enrollment/or declaration of a second major to Rider University and submit the above information in support of this application. It is, to the best of my knowledge, true and accurate. I understand that I must comply with curriculum requirements now in effect, unless I was granted an official leave of absence. I understand that any misrepresentation on this application constitutes sufficient grounds for refusal of the application or for dismissal from Rider University. I have read and understand the conditions on the reverse side of this form.

Student's Signature _____ Date _____

FOR OFFICE USE ONLY:

Approval DOS _____ Date _____

Approval CCS _____ Date _____

Approval Bursar's Office _____ Date _____

CCS OFFICE USE ONLY:

Major Code _____

Advisor Code _____

Fee Paid _____

OTHER COLLEGES ATTENDED: A student who has attended another college subsequent to his/her withdrawal from Rider University and who is applying for re-admission/re-enrollment must have official transcripts from each college attended sent to the Dean of the College of Continuing Studies.

DISMISSAL FOR ACADEMIC REASONS: A student who has been dismissed for academic reasons must be out of school for one calendar year before the student can be considered for re-admission/re-enrollment to Rider University.

A student who has been dismissed for academic reasons is required to submit a letter, addressed to the College of Continuing Studies Academic Standing Committee, stating the student's goals and the reasons the student feels able to handle academic work at this time. The Academic Standing Committee meets at the end of the fall and spring semesters to review requests for re-admission/re-enrollment.

Although not required, a student may choose to include supporting information such as the following:

1. A letter from an employer or any other person who may have had an opportunity to know the applicant. The letter should indicate any evidence to support the fact that the applicant for re-admission/re-enrollment is ready and fit to renew studies.
2. Anything else the student wishes to submit that would help the Academic Standing Committee in making its decision.

DISMISSAL FOR DISCIPLINARY REASONS: A student who has been dismissed for disciplinary reasons must meet with the Director/Assistant Director of Student Administrative Services and apply for re-admission/re-enrollment.

MEDICAL LEAVE OF ABSENCE: A student returning from a medical leave of absence must have the following information sent to the Dean of the College of Continuing Studies before the application for re-admission/re-enrollment can be processed:

1. A letter from the physician, who recommended the leave of absence, indicating the student is able to return to his/her academic program.
2. If the medical leave of absence was granted because of emotional problems, the letter from the psychologist or psychiatrist must be sent to the Director of the Counseling Center.