



An individual who previously attended University of Western States without completing their program of study for reasons of dismissal, administrative withdrawal, program withdrawal, or university withdrawal may apply for readmission.

An individual previously expelled from University of Western States is ineligible for subsequent enrollment in any university academic program.

To be considered for readmission, the applicant must not have financial obligations to the university and must meet the current admission requirements.

The university has no obligation to readmit an individual to any program.

Non-Degree Seeking Students

A non-degree seeking student who was withdrawn from the university may re-enroll in a later term without going through the readmission process by [contacting the office of the registrar](#).

Readmission Application and Decision

The applicant must submit a readmission application, a readmission application fee, and the following supporting materials:

- A narrative explaining the events associated with the lapse in enrollment, a critical analysis of those events, and an explanation for how those events have been resolved;
- Official transcripts from any institution not already on file; and
- Other materials as requested by the admissions committee.

An admission committee, comprised of program faculty member(s), program chair and/or director, and the dean of the college in which the program is housed, considers the merits of an application for readmission, and normally renders a decision within fifteen (15) business days of receipt of a complete readmission application. The decision is communicated to the applicant by email and/or mail.

The communication includes the following components:

- Readmission decision;
- Readmission expectations or conditions, if applicable; and
- Start date of the earliest term when the applicant may return, if applicable.

Academic Standing Upon Readmission

A readmitted student previously placed on any level of academic sanction restarts the progressive sequence of academic standing sanctions outlined in [Policy 1218 Academic Standing](#) upon their return. Previously applied academic sanctions are not counted when determining new academic sanctions.

Previously applied academic sanctions remain on the student transcript.

Policy 2006 Readmission

Established: 10/26/1977

Revision History: 06/21/2023, 04/01/2022, 01/18/2022, 12/03/2019, 10/25/2018, 02/15/2013, 08/30/2012, 10/01/1987



At the discretion of the college dean and/or program director, a student who is readmitted following academic dismissal may be placed on an academic performance contract.

See [Policy 1218 Academic Standing](#) for more information about academic standing and academic performance contracts.

Academic Catalog and Maximum Enrollment Time

A readmitted student is subject to the requirements and provisions of the academic catalog current with their readmission date, not their original matriculation date.

The maximum enrollment time for a readmitted student is calculated from the date of readmittance. See [Policy 1218 Academic Standing](#) for more information about maximum enrollment time.

Financial Aid and Military Benefits Eligibility Upon Readmission

The determination of financial aid and/or military benefit eligibility for a readmitted student is independent of the readmission decision. The decision to readmit a student does not necessarily mean a student is eligible for financial aid and/or military benefits.

It is the responsibility of the readmitted student to consult with the office of financial aid and/or the Department of Veteran's Affairs to determine eligibility.

See [Policy 3804 Satisfactory Academic Progress for Financial Aid Eligibility](#) for more information about financial aid eligibility.

Appeal of Readmission Decision

An individual may submit a written appeal of a readmission decision to the vice president for academic affairs (VPAA) within five (5) business days of when the individual was notified. Readmission decisions may be reconsidered if the applicant demonstrates that the decision process was inconsistent with UWS policies, or if the applicant provides substantive new evidence (not restatement of existing evidence) for consideration that was not known at the time of the initial readmission decision. Without evidence of errors in the readmission process or substantive new evidence, the VPAA upholds the original decision.

The VPAA normally renders a final decision within ten (10) business days. The final decision is communicated to the applicant by email and/or mail.

Related Policies: [Policy 1207 Grading System](#)
[Policy 1218 Academic Standing](#)
[Policy 1239 Continuous Enrollment, Leave, Withdrawal, Dismissal and Expulsion](#)
[Policy 3804 Satisfactory Academic Progress for Financial Aid Eligibility](#)

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