



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

To be considered for readmission, the applicant is required to be free from financial obligations to the university and to meet the current admission requirements.

Applicants who have been previously expelled from University of Western States are permanently ineligible for enrollment in any university academic program.

Readmission Application and Decision

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

- An essay 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 college or university the applicant has attended since the lapse in enrollment, if applicable; and
- Other materials as requested by the admissions committee.

The admission committee, comprised of program faculty, program chairs and/or directors, and the dean of the college in which the program is housed, considers the merits of an application for readmission and makes a decision within fifteen (15) business days of receipt of a complete readmission application. The decision is provided to the applicant in a letter of notification delivered by email and/or mail.

The letter of notification 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.

The university has no obligation to readmit individuals to a program from which they have withdrawn or been dismissed.

Appeal of Readmission Decision

Individuals have a right to submit a written appeal of readmission decision to the vice president for academic affairs (VPAA) within five (5) business days of when the individual was issued the letter of notification. Readmission decisions may be reopened if the applicant demonstrates that the decision process was inconsistent with expected UWS standards or has 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, whose decision is final, renders a decision within ten (10) business days. The final decision is provided to the applicant in a letter of notification delivered by email and/or mail.

Policy 2006 Readmission

Established: 10/26/1977

Revision History: 12/03/2019, 10/25/2018, 02/15/2013, 08/30/2012, 10/01/1987



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

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