

Graduate Readmission or Leave of Absence

Student ID: _____ Date: _____

Name: _____ Email: _____

- **Readmission** – Use this form if you have been admitted to the School of Graduate Studies and are unable to register because of a break in enrollment. Fall and spring semesters are considered a break in enrollment, summer semester is not.
- **Leave of Absence** – Use this form if you are planning to take a Leave of Absence and are currently enrolled or just completed a semester in which you were enrolled.
- **Approvals** – You **MUST** obtain approval from the department if you are in a degree or certificate program prior to submitting this form to the School of Graduate Studies. Approvals are required for both a readmission or a leave of absence. Non-degree students do not need to obtain a departmental approval.
- When this form is processed by the School of Graduate Studies, you will be notified by e-mail.

Select One: Readmit Leave of Absence

What term do you plan to register: Summer Spring Fall Year: _____

Last term of enrollment: Summer Spring Fall Year: _____

I am admitted to the following degree or certificate program: _____

I am a graduate non-degree seeking student

List any Universities that you attended or plan to attend during your break in enrollment. <i>You may be required to submit transcripts if your department requests them.</i>	
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IMPORTANT INFORMATION:

- This form will NOT drop you from classes – it is your responsibility to drop them. If you need to drop all of your courses, you will need to complete the Withdrawal/Cancellation form found on the Registrar's Website.
- If you have changed your residency since your last enrollment, please contact Student Account Services.
- If you have been called to military active duty, please contact the UND Veteran & Nontraditional Student Services office.
- If you are an international student on a visa, please contact the International Center to update your I-20.

Student Signature Date

Graduate Director or Department Chair Date

Printed Name: _____

Recommended Not Recommended

School of Graduate Studies Date

Recommended Not Recommended

For Readmission Only:
SAFETY AND SECURITY

Student ID# _____

For the safety and security of the UND community, all students making application to the University of North Dakota must answer all of the following questions. An affirmative response to any of these questions will not automatically prevent admission, but you will be asked by the university to provide additional information. The information will be reviewed by a campus committee for possible effects on campus safety. Any falsification or omission of the data may result in denial of admission, revocation of admission, dismissal or other appropriate sanctions.

1. Have you ever pled guilty (or no contest) to or been convicted of any felony? (This EXCLUDES juvenile court proceedings.)
 Yes No

2. Within the past 10 years, have you pled guilty (or no contest) to or otherwise been convicted of a misdemeanor crime involving violence or the threat of violence in any court? ("Crime of violence" means an offense that involves substantial risk that physical force may be used against a person or property of another. Examples of crimes of violence include, but are not limited to, abuse, arson, assault (including sexual assault or domestic violence), battery, breaking and entering, burglary, criminal mischief or vandalism, harassment, homicide, menacing, reckless endangerment, stalking, terrorizing and unlawful restraint or imprisonment.) (This EXCLUDES juvenile court proceedings.)
 Yes No

3. Are you currently required to register as a sex offender in any state? (This INCLUDES juvenile offenders who are required to register.)
 Yes No

4. Have you been dismissed or suspended from a college or university for disciplinary reasons within the last 5 years? ("Dismissed for disciplinary reasons" means a permanent separation from an institution due to conduct or behavior. "Suspended for disciplinary reasons" means a sanction imposed for disciplinary reasons that results in a student leaving school for a fixed period but not permanently.) (This EXCLUDES suspension based on academic performance.)
 Yes No

*If you answered yes to any of the above, please write a personal narrative below (or attach an additional sheet if necessary) explaining the nature of the offenses(s) and surrounding circumstances. A yes answer to any of the above questions may require additional documentation which must be received 30 days prior to the term for which you are seeking admission.

REQUIRED SIGNATURE

I understand the information presented on this form will be used in evaluation of my application for admission to UND. I certify that all statements are complete and true as of this date. If this information changes, I will notify the Office of Admission of the changes and understand that my admission status will be re-evaluated at that time.

Signature of Student: _____ Date: _____

Name of Student (Please Print) _____ Date: _____