IMPORTANT:

THIS REAPPLICATION FORM IS FOR CURRENT UNIVERSITY OF CINCINNATI GRADUATE STUDENTS WHO HAVE ALLOWED THEIR STATUS TO BECOME INACTIVE FOR A PERIOD OF LONGER THAN THREE YEARS. IF YOU ARE A NEW APPLICANT TO THE UNIVERSITY OR YOU ARE APPLYING TO A PROGRAM NEW TO YOU, PLEASE USE THE GRADUATE APPLICATION FORM AT:

WWW.GRAD.UC.EDU/CONTENT/GRADAPP.CFM

Students who have been unenrolled in classes for more than three years are not eligible for reinstatement and must reapply for admission to the University with this form and a $40 application fee. The reapplication process is as follows:

PROCESS:

1. The student submits completed Reapplication Form with a $40 application fee to his or her Program Director.
2. The program reviews the student's record and determines:
   a. candidacy status at readmission
   b. earned credits acceptable toward final degree requirements
   c. acceptable time to degree from date of readmission
3. The program approves or denies readmission and, if approved, clarifies the student's remaining requirements for degree.
4. The Director signs and forwards the reapplication form to the college Dean or Associate Dean.
5. The Dean/Associate Dean denies or approves the request and, if approved, signs and forwards the form to the Associate University Dean of the Graduate School.
6. The Associate University Dean approves or denies the request and notifies the Dean/Associate Dean and Program Director by copy of the signed/unsigned form.
7. The Program Director notifies the student of the decision.
UNIVERSITY OF CINCINNATI  
REAPPLICATION TO GRADUATE SCHOOL  
(For use only by inactive University of Cincinnati graduate students  
who have not registered in their program during the last three (3) years)

Students who have been unenrolled in graduate classes for more than three years must reapply for admission to the University.

___________________________________________    ___________________________  
Student’s Last Name   Student’s First Name
______________________________________________________________________________
Street Address
______________________________________________________________________________
City      State                     Zip Code  
________________________      _______________     ____________________
ID #                 Date of Birth   Phone
Email Address _______________________________________________________
Program of Study ________________________   Master’s ____  Doctoral ____
First Quarter Registered in Program ______________    Last Quarter__________________  
Month       Year         Month         Year
Month/Year Admitted into Doctoral Candidacy, if applicable  
_______________________________________________________________________  
Month   Year
Please include the following items with this reapplication:

1. Provide an explanation of non-compliance with University policy requiring that you maintain your graduate student status by registering for at least one graduate credit hour each academic year.
2. Describe progress toward degree completion to date.
3. Provide letters of support from your Graduate Program Director and Advisor, a plan for degree requirement completion, and a timeline for achieving important milestones.
4. The readmission fee is $1,236.00. A check or money order in the amount of $40.00 must be submitted with your reapplication form. If approved, the $40.00 will be applied to the total readmission fee of $1,236.00. Upon approval, balance due will be $1,196.00. Registration will not be permitted until full fee has been paid.

Student’s signature ________________________________________       Date _____________

See Page 2 – To be completed by student’s major advisor
UNIVERSITY OF CINCINNATI
REAPPLICATION TO GRADUATE SCHOOL

__________________________________________  _______________________
Student’s Last Name   Student’s First Name

Readmission is not automatic. Faculty must carefully consider the former student’s progress and length of time between his or her inception into the program and completion of remaining requirements – either denying admission or readmitting with some contingencies. It is the program’s responsibility to determine appropriate new requirements or conditions to be assigned by virtue of the student’s readmission.

Clarify new requirements and/or conditions upon which readmission is contingent:

__________________________________________  _______________________
Major Advisor’s Signature   Date

__________________________________________  _______________________
Graduate Program Director’s Signature   Date

__________________________________________  _______________________
College Dean’s/Associate Dean’s Signature   Date

__________________________________________  _______________________
Associate University Dean Signature of the Graduate School   Date

GS/December 2008