

**APPLICATION FOR UNDERGRADUATE READMISSION
SHIPPENSBURG UNIVERSITY OF PENNSYLVANIA**

PART 1 (to be filled out by applicant):

Name: _____ SU ID No. _____

Last, First

Female Male Street Address: _____

City: _____ State: _____ Zip: _____

Home phone number: _____ Cell phone number: _____

Email Address _____

Legal resident of Pennsylvania? Yes No If yes, county of residence: _____

United States citizen? Yes No If no, country of citizenship and visa status: _____

Date of birth: _____ Other names used while attending SU: _____

When did you last attend Shippensburg University? Year: _____ Fall Spring Summer Winter

Major and minor when last enrolled: _____

When do you intend to return to Shippensburg? Year: _____ Fall Spring Summer Winter

Major and minor requested: _____
(This is your intended program of study-see attached List of Programs for selection)

Intended enrollment status: Full-time Part-time Summer ONLY Winter ONLY

Intended housing status: Residence hall Off-campus (town) Commute from home

Are you applying for readmission under Academic Forgiveness (see instructions)? Yes No

List all colleges attended after leaving Shippensburg: Dates attended (month/year to month/year):

List all work or related educational experiences since leaving Shippensburg (including dates involved):

Please provide justification for readmission consideration. Attach additional sheet if needed.

Student's Signature: _____ Date: _____

PART 2 (for official use only):

Transcripts Received:

1. _____ Date: _____
 2. _____ Date: _____
 3. _____ Date: _____
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QPA at time of departure: _____ Good Standing Probation Dismissed (NPR)

Credits earned at time of departure: _____ Eligible for Academic Forgiveness? Yes No

ACTION BY ACADEMIC DEAN:

Approved _____ Date: _____
 Denied _____ Academic Dean's Signature

REQUIRED-Catalog YearSem for determining degree requirements (i.e. 201460): _____

Comments or probationary conditions (if any):

Application reviewed by Academic Review Committee _____ Date: _____

Approved _____ Date: _____
 Denied _____ Associate Provost's Signature

REGISTRAR'S OFFICE USE:

Application Fee Received: _____

No Holds Verified: _____

Dean of Students Approval: _____

Application Forwarded to Dean's Office: _____

Admission Letter: _____

Deposit Received: _____

Data Office Notified: _____

Notice to Dean to Schedule: _____

Confirmation Letter: _____

Dormitory Information to Dean of Students: _____

Notes or Comments: _____

APPLICATION FOR UNDERGRADUATE READMISSION

SHIPPENSBURG UNIVERSITY OF PENNSYLVANIA

Who Should Use This Form

If you would like to return to Shippensburg University and you were not on an approved leave of absence, were dismissed for academic reasons, or withdrew for any reason, you must file a formal application for readmission.

Deadlines and Fees

This application should be submitted to the Registrar's Office by one of the following dates: **May 1** if requesting readmission for summer terms; **July 15** for the fall semester; **November 1** for winter term; or **December 1** for the spring semester.

A non-refundable fee of **\$45.00** (payable to Shippensburg University) must accompany the application.

Completing the Form

Please print carefully and complete all items on the form. Use the *List of Programs* to indicate your intended program of study. **You should apply to the same program of study in which you were last enrolled.** Upon your return to the university, you may apply to change your major.

You must submit official transcripts from any college you attended after leaving Shippensburg University. Transcripts should be mailed to your academic dean's office.

Dismissed Students

If you were dismissed or withdrew for academic reasons, you may not apply for readmission for at least one calendar year following your dismissal or withdrawal. **You must apply for readmission into the major you had when you were last enrolled.** After being readmitted and meeting the necessary requirements, you may apply for a major change.

If you were dismissed twice for academic reasons, you are ineligible for readmission.

Academic Forgiveness

If you have an unacceptable QPA for readmission and you have been withdrawn from the university for at least five years, you may request that your previous record not be calculated in your QPA for subsequent course work at Shippensburg.

Under Academic Forgiveness, previous course work at Shippensburg in which you received at least a "C" and which is appropriate in meeting current requirements will be treated as transfer credit. If you are approved for readmission under this program, you will be considered as newly matriculating and you will be subject to all policies and requirements in effect at the time of your new matriculation.

To apply for Academic Forgiveness, check the appropriate box on the application form.

Notification and Deposits

After review by the academic dean and the Academic Review Committee, you will be notified by mail if your application was approved or denied. If approved, you will be notified of any specific conditions imposed with your readmission. You will be instructed to return a deposit in order to confirm your readmission. An additional amount is required for residence hall students. If this deposit is not received by the specified deadline, your readmission will be canceled.

Once your deposit is received, you will be sent a letter of confirmation and your academic dean will be notified in order to arrange a class schedule. Your bill for tuition and fees will be generated at the regular time.

Returning the Form

Return the completed application form, with the required **\$45.00** application fee to:

Shippensburg University
Registrar's Office
1871 Old Main Drive
Shippensburg, PA 17257

Sending Transcripts

Have official transcripts from any college you attended mailed directly to your academic dean:

Shippensburg University
Dean, College of _____
1871 Old Main Drive
Shippensburg, PA 17257

LIST OF PROGRAMS

Use this list to identify your intended program of study for readmission. You must write the program name on the attached application form.

School of Academic Programs and Services:

Undeclared

College of Arts and Sciences:

Applied Physics (B.S.)

Art (B.A.)

Secondary Education Certification (B.A.)

Biology (B.S.)

Biotechnology (B.S.)

Clinical Sciences Concentration (B.S.)

Ecology & Environmental Concentration (B.S.)

Health Professions Concentration (B.S.)

Pre-Chiropractic

Pre-Dentistry

Pre-Medicine

Pre-Optometry

Pre-Pharmacy

Pre-Physical Therapy

Pre-Podiatry

Pre-Veterinary Medicine

Secondary Education Certification (B.S.)

Chemistry (B.S.)

Biochemistry Concentration (B.S.)

Business Concentration (B.S.)

Computational Chemistry Concentration (B.S.)

Environmental Chemistry Concentration (B.S.)

Forensics Concentration (B.S.)

Pre-Pharmacy Concentration (B.S.)

Secondary Certification (B.S.)

Communication Journalism:

Electronic Media Concentration (B.A.)

Print Media Concentration (B.A.)

Public Relations Concentration (B.A.)

Computer Engineering (B.S.)

Computer Science (B.S.)

Computer Graphics Concentration (B.S.)

Embedded Programming Concentration (B.S.)

Related Discipline Concentration (B.S.)

Earth Science (B.S.Ed.)

Economics (B.S.)

Business Concentration (B.S.)

Mathematics Concentration (B.S.)

Political Science Concentration (B.S.)

Public Administration Concentration (B.S.)

Social Studies Concentration (B.S.)

Engineering (Dual Degree Applied Physics) (B.S.)

English (B.A.)

Secondary Education Certification (B.A.)

Writing Emphasis (B.A.)

French (B.A.)

Secondary Education Certification (B.A.)

Geoenvironmental Studies (B.S.)

Geography:

Geographic Information System Concentration (B.S.)

Human-Environmental Studies (B.S.)

Land Use Concentration (B.S.)

History (B.A.)

Public History Concentration (B.A.)

Human Communication Studies (B.A.)

Interdisciplinary Arts (B.A.)

International Studies (B.A.)-MUST CHOOSE A CONCENTRATION BELOW:

Comparative & Global Cultures-African & Middle Eastern Studies

Comparative & Global Cultures-Asian Studies

Comparative & Global Cultures-European Studies

Comparative & Global Cultures-Latin America & Caribbean Studies

Global Political Relations-African & Middle Eastern Studies

Global Political Relations-Asian Studies

Global Political Relations-European Studies

Global Political Relations-Latin America & Caribbean Studies

Global Business & Economics-African & Middle Eastern Studies

Global Business & Economics-Asian Studies

Global Business & Economics-European Studies

Global Business & Economics-Latin America & Caribbean Studies

Mathematics (B.S.)

Applied Mathematics Concentration (B.S.)

Secondary Education Certification (B.S.)

Statistics Concentration (B.S.)

Physics (B.S.)

Advanced Physics Concentration (B.S.)

Computational Physics Concentration (B.S.)

Physics (B.S.Ed.)

Political Science (B.A.)

Psychology (B.A.)

Public Administration (B.S.)

Social Studies (Comprehensive):

Geography Concentration (B.S.Ed.)

History Concentration (B.S.Ed.)

Sociology (B.A.)

Software Engineering (B.S.)

Spanish (B.A.)

Secondary Education Certification (B.A.)

John L. Grove College of Business:

Accounting (B.S.B.A.)

Business Administration - Major Undecided

Finance (B.S.B.A.)

Personal Financial Planning Concentration

Information Technology for Business Education (B.S.B.A.)

Secondary Education Certification

Management (B.S.B.A.)-MUST CHOOSE A CONCENTRATION BELOW:

Entrepreneurship Concentration (B.S.B.A.)

Management Concentration (B.S.B.A.)

Human Resource Management Concentration (B.S.B.A.)

International Management Concentration (B.S.B.A.)

Management Information Systems (B.S.B.A.)

Marketing (B.S.B.A.)

Supply Chain Management (B.S.B.A.)

Logistics Management Concentration

College of Education and Human Services:

Criminal Justice (B.S.)

Exercise Science (B.S.)

Social Work (B.S.W.)

Early Childhood/Elementary Education PK-4 (B.S.Ed.)

Elementary/Middle Level Education Grades 4-8 (B.S.Ed.)-MUST CHOOSE A CONCENTRATION BELOW:

Language Arts Concentration (B.S.Ed.)

Mathematics Concentration (B.S.Ed.)

Mathematics and Language Arts Concentration (B.S.Ed.)

Mathematics and Science Concentration (B.S.Ed.)

Mathematics and Social Studies Concentration (B.S.Ed.)

Science Concentration (B.S.Ed.)

Science and Language Arts Concentration 4-8 (B.S.Ed.)

Science and Social Studies Concentration 4-8 (B.S.Ed.)

Social Studies Concentration 4-8 (B.S.Ed.)

Special Education & Early Childhood Education (B.S.Ed.)

Pre-Law Program

Students interested in a Pre-Law program may select any major. Typical curricula include Political Science, Business, History, and English.