



TRINITY COLLEGE • HARTFORD • CONNECTICUT

300 Summit Street, Hartford, CT 06106-3100

APPLICATION FOR READMISSION TO TRINITY COLLEGE

INSTRUCTIONS:

A student who has been required to withdraw from the College must initiate a request for readmission with the Office of the Registrar. **Such a request must be made by June 1 for readmission for the fall semester, and by December 1 for readmission for the spring semester.** An application for readmission must be submitted through the Registrar's Office to the Academic Affairs Committee for decision no later than the deadlines stated above.

As part of the reapplication process, students should contact the Student Financial Services Office about Financial Aid (if applicable) and the Office of Residential Life for forms and information well in advance of the application deadline. An application for financial aid or housing will be considered tentative until the Registrar has notified those offices that a favorable readmission decision has been reached by the Academic Affairs Committee. **A readmitted student will not be permitted to enroll in the College until all financial responsibilities have been cleared with the Student Financial Services Office, if applicable.**

This application should be accompanied by the supporting materials listed below before readmission will be considered.

1. A personal letter explaining the circumstances surrounding your Required Withdrawal. Your letter should address, in detail, your preparedness to return to Trinity College and demonstrate a thorough understanding of the reasons for your Required Withdrawal.

2. A proposed plan of study for the first two semesters following readmission. Your plan should incorporate those courses which you know will be approved and required by your major department at Trinity. In addition, students are encouraged to inform their faculty advisor of their intention to return to full-time study and to discuss their academic program.

3. Juniors and seniors who have not yet declared a major are strongly urged to take the necessary measures required for acceptance into a major program as part of their plan for return. Major Declaration forms are available from the Registrar's Office.

4. If you are doing or have done work at another accredited college during your period of Required Withdrawal, and if you wish this work credited at Trinity, your application for readmission must include the following:

A. a copy of the completed Application for Transfer Credit;

B. a copy of the other college's transcript if your course work elsewhere has been completed when you submit your application for readmission. Other evidence of the quality of your work in the other college, such as a letter from each instructor indicating your progress to date, will be required if the work is not yet complete. Please be aware that, should the Committee decide to readmit you on the basis of incomplete work, your readmission will be provisional pending evidence of the successful completion of your courses.

Application for Transfer Credit forms and detailed instructions are available from the Registrar's Office. Approval for specific courses elsewhere must be obtained on the Application for Transfer Credit from both your Trinity faculty advisor and the Registrar's Office prior to your enrolling in those courses.

(PLEASE COMPLETE THE REVERSE SIDE)

PLEASE TYPE OR PRINT THE FOLLOWING INFORMATION:

NAME: _____ SOC. SEC. NO. _____

PERMANENT ADDRESS: _____

CURRENT ADDRESS: _____

HOME TELEPHONE: () _____ WORK TELEPHONE: () _____

1. When are you expecting to resume full-time study at Trinity? Fall 20____; Spring 20____

2. When did you last attend Trinity College? _____

3. When did you enter Trinity? Fall 20____; Spring 20____.

4. To which Class Year did you belong?

5. Did the College attach any conditions to your return to full-time study? () Yes () No

If yes, what were they?

6. Have those conditions been fully met? ____ If not, when do you expect to do so?

7. What is your intended major program?

Have you submitted an approved Major Declaration Form to the Registrar?

If you are a Senior, have you filed a Degree Application with the Registrar?

Have you contacted your advisor in your major department?

8. If your reapplication includes the transfer of credit, please complete the following and see #4 on the reverse side:

<u>Name of School(s) Attended/Attending</u>	<u>Term/Yr Attended</u>	<u>Courses</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Signature _____ Date _____