



School of Graduate Studies  
Office of the Dean · School of Graduate Studies  
25 Bishop Place · New Brunswick · New Jersey 08901-1181

**APPLICATION FOR READMISSION**

*POLICY*

- *Formerly* matriculated master’s, pre and post-qualifying doctoral degree candidates who *have not* maintained continuous registration and intend to re-register in the same program.
- Post-qualifying doctoral degree candidates are subject to a *restoral fee* and must also complete a **restoration of active status form**.

**DIRECTIONS**

- Fill out the form (Step 1).
- Submit this form to prospective Graduate Director for signature (Step 2)
- International students must obtain approval from Rutgers Global (Step 3)
- Submit to the School of Graduate Studies (Step 4)

**STEP 1: TO BE COMPLETED BY THE STUDENT:**

Name \_\_\_\_\_ RUID# \_\_\_\_\_

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone \_\_\_\_\_ Email \_\_\_\_\_

Citizenship: U.S. \_\_\_\_\_ U.S. Perm. Res. \_\_\_\_\_ Foreign \_\_\_\_\_

Desired Program and degree status \_\_\_\_\_

Date of first admission \_\_\_\_\_ Term of last registration \_\_\_\_\_

Credits completed \_\_\_\_\_ Date of Ph.D. Qualifying Exam (if taken) \_\_\_\_\_

Term effective: Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer \_\_\_\_\_ Year \_\_\_\_\_

Please explain why you discontinued graduate study. Describe your present intentions and future academic plans.

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**STEP 2: TO BE COMPLETED BY PROSEPECTIVE GRADUATE DIRECTOR:**

The candidate IS \_\_\_\_\_ IS NOT \_\_\_\_\_ acceptable for readmission to the graduate program in \_\_\_\_\_ as a candidate for the \_\_\_\_\_ degree. The reason for *acceptance* or *non-acceptance* is as follows:

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\_\_\_\_\_  
Prospective Director

\_\_\_\_\_  
Date

**STEP 3: TO BE COMPLETED BY THE CENTER FOR GLOBAL SERVICES:**

**International Students** must provide financial documentation to submit for review to the Center for Global Services, 180 College Avenue, CAC. The endorsement must be obtained *after* submitting to program director.

\_\_\_\_\_  
Signature (International Student Advisor)

\_\_\_\_\_  
Date

**STEP 4: SUBMIT TO THE SCHOOL OF GRADUATE STUDIES:**

Send completed form to Barbara Sirman for review and processing: [sirman@grad.rutgers.edu](mailto:sirman@grad.rutgers.edu)