



Soka University of America
Office of the Registrar

APPLICATION FOR READMISSION

Note: Whether you are returning from an approved Leave of Absence or a Withdrawal, you must apply for readmission. If you did not leave the institution in Good Standing, you will also need the approval of the Academic Standards Committee. Application will be returned to you, unprocessed, unless accompanied by the \$25 readmission fee. Failure to complete this application with supporting documents will delay your application process. The application must be submitted no later than ninety days for international students or thirty days for domestic students, prior to the beginning of the session for which the student is requesting readmission.

1. Readmission requested for the: [] Fall [] Spring Session, 20 ____

2. Personal Information:

Name: _____ Student ID # _____
last first middle

Permanent/Home address:

Personal e-mail address:

[Empty box for Permanent/Home address]

Tel# _____

3. If during your absence you were in attendance at ANY other institutions indicate them below. You must submit official transcripts from those institutions. If you have not attended any institutions, write "none."

Institution 1 Location

Institution 2 Location

4. Students must submit the following documents to be considered for readmission:

___ Write a personal letter and include in this letter: 1) a summary of activities since leaving the institution, including employment; 2) reasons for wanting to return; 3) academic goals; and 4) any other information which may assist the committee in making a decision

___ Furnish official transcripts of courses taken since leaving SUA.

___ Be in good financial status with the university.

6. Applicant's signature: _____ Date: _____

Do not write below. Office use only.
[] Approved [] Denied _____ Date
Chair Academic Standards
Comments: _____
Copies sent to: Director of Library, Financial Aid, I.T., International Admissions, Residential Life, and Student Accounts.