



Office of Records and Registration
Eastern Michigan University
304 Pierce Hall • Ypsilanti, MI 48197
Phone: (734) 487-4111 • Fax: (734) 487-6808
registrar@emich.edu

Undergraduate Re-Enrollment Application

DO NOT COMPLETE THIS FORM IF:

- You were accepted for undergraduate admission to EMU, but have not yet earned any credit at EMU. Contact the Admissions Office, (734-487-3060), to apply for admission.
- You attended EMU as a continuing education, dual enrolled, guest or non-matriculated student. Contact the Admissions Office, (734-487-3060), to apply for admission.
- You earned a bachelor's degree from EMU or another institution and wish to pursue a different bachelor's degree. Contact the Admissions Office, (734-487-3060), for a second bachelor's degree application.
- You have earned a bachelor's degree and wish to seek teacher certification only. Contact the Admissions Office, (734-487-3060), to apply for admission.
- You were academically dismissed from EMU the last time you attended. Complete the Request for Reinstatement form found on the University Advising and Career Development Center website: emich.edu/uacdc

COMPLETE THIS FORM TO RE-ENROLL IF:

- You are a regularly admitted undergraduate student (excludes continuing education, dual enrolled, guest or non-matriculated admission, see above) and have not earned EMU credit during the last two years.
- You are continuing to work on an approved second bachelor's program or post degree certification at EMU and have not earned EMU credit during the last two years.

Check deadlines for submitting this re-enrollment form in the online schedule book at www.emich.edu/registrar. Processing takes approximately one week. Students will be notified by mail about when and how to register after their re-enrollment has been processed, or they will receive alternative correspondence explaining additional steps needed for re-enrollment.

QUESTIONS (*all questions must be answered in order to process your application*)

- **Question 1:** Have you served in the Armed Forces?

YES or NO (circle one)

If yes, and you have been discharged from active duty, please send a copy of your separation record to EMU, Military & Veterans Resource Center, 202 Pierce Hall, Ypsilanti, MI 48197 for evaluation of credit.

- **Question 2:** I am eligible to complete this form, but I have past due obligations with the University.

YES or NO (circle one)

If yes, registration will be delayed until all past due obligations to the University are paid. Contact Student Business Services at (734-487-3335) for further assistance.

- **Question 3:** I am eligible to complete this form, but I have attended another college or university since attending EMU?

YES or NO (circle one)

If yes, you must have an official transcript sent to the address above by the end of your first semester of re-enrollment.

Eastern Michigan University's re-enrollment application includes the following questions regarding prior criminal convictions and/or disciplinary history, and the information provided may be considered when making the decision as to whether to re-enroll the student to the University.

IF YOU ANSWER "YES" TO EITHER OF THESE QUESTIONS, PLEASE SUBMIT A STATEMENT OF EXPLANATION.

- **Question 4:** Have you ever been convicted of a criminal offense other than a minor traffic violation, or found to be delinquent by a juvenile court, or are there any such charges currently pending against you at this time?

YES or NO (circle one)

- **Question 5:** Have you ever been expelled, suspended, placed on probation, or been subject to any other disciplinary action at any secondary school or college you have attended? (Academic dismissal/probation should not be reported.)

YES or NO (circle one)

Print Name:



Undergraduate Re-Enrollment Application (continued)

Semester/Year of Last Enrollment at EMU: _____

Semester/Year of Requested Return: _____

The required information is necessary for the continuous legitimate business and educational operation of Eastern Michigan University. It is, and will be, maintained in compliance with applicable US law, educational accrediting body requirements, and institutional policies and procedures. Questions or concerns may be directed to the Office of Records and Registration at registrar@emich.edu.

* Denotes optional items that are not used in any admissions process, but help EMU to better identify and serve students.

Name:		EID:	
Preferred First Name:		Last 4 of SSN*:	
Phone Number:		Date of Birth*:	
Email address:			
Address:		City:	State: Zip:
International Students Only: Country of Citizenship _____ Visa Type _____ If you are interested in maintaining your F1 and/or J1 non-immigrant status, you must go to the Office of International Students & Scholars for approval prior to submitting this request.			
Please note: Residency, for tuition purposes, is based on your last residency status. If you believe your residency has changed since you last attended classes at EMU, you may submit a residency appeal form to Service EMU.			
List names of all colleges or universities attended SINCE LEAVING EMU:			
_____		Attended: From: ____/____ To: ____/____	
_____		Attended: From: ____/____ To: ____/____	
<i>You must have an official transcript sent to the Office of Records and Registration by the end of your first semester of re-enrollment.</i>			
Desired Major: _____		Desired Minor: _____	

I certify that all information in this form is complete and accurate to the best of my knowledge. I understand that misrepresentation or omission of any information may be cause for denial or cancellation of re-enrollment OR may result in being suspended or dismissed from Eastern Michigan University, if discovered subsequent to re-enrollment. I understand that all pertinent rules and policies of Eastern Michigan University that applied to me upon admission are still applicable, as well as new policies and procedures that may have been implemented during my absence, and that it is my responsibility to become knowledgeable about them. I understand that all credentials submitted in support of my re-enrollment become property of the University and are not returnable.

Student Signature

Date

Please submit application via mail, email or fax:
Office of Records and Registration
303 Pierce Hall
Ypsilanti, Michigan 48197
Email: registrar@emich.edu
Fax: 734.487.6808

PLEASE ENSURE ALL QUESTIONS ON THIS PAGE ARE COMPLETED.