



# UNDERGRADUATE APPLICATION FOR READMISSION

## Twin Cities campus

Undergraduates who have not been granted a formal “leave of absence” or who do not register for one semester (excluding summer session) will be placed on “inactive” status.

**Returning to “active” status.** Fill out the attached application form for readmission. Submit the completed form to your college office (see below) for approval to regain Active Status to register for another term.

You must also submit any official transcript(s) of any outside course work since your last attendance at the University of Minnesota to the Office of Undergraduate Admissions, 240 Williamson Hall, 231 Pillsbury Drive SE, Minneapolis, MN 55455.

Students returning from inactive status must follow new program requirements upon return. Generally students in good academic standing at the time they become “inactive” should routinely be allowed to return to active status. However, colleges may condition readmission on availability of space in a program.

- If you want to be considered for admission to a different campus or college at the University, you will need to submit an “Application for Undergraduate Change of Program” and submit it to the One Stop Student Service Center (see locations below).
- If you want to continue your education as a non-degree seeking student in the college of your choice or in the College of Continuing Education, you will need to contact your current college and ask that you be discontinued from your degree program. Once you have been discontinued, contact the One Stop Student Service Center for enrollment as a non-degree seeking student.  
**NOTE:** Transferring to non-degree status will have implications for students on financial aid and when they can enroll for courses. Non-degree students must complete a new application for admission to any future degree program.

**Returning from a Leave of Absence.** Submit the attached Application for Readmission form to your college office to regain Active Status to register. You will be readmitted following the terms of your Leave of Absence. If your Leave of Absence was for more than two academic years (i.e., four semesters), you will be held to new program requirements upon your return.

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## College Contact Information

### Biological Sciences

229 Snyder Hall  
St. Paul campus  
(612) 624-9717  
[www.cbs.umn.edu](http://www.cbs.umn.edu)

### Dental Hygiene

9-372 Moos Tower  
Minneapolis campus  
(612) 625-9121  
[www.dentistry.umn.edu](http://www.dentistry.umn.edu)

### Management (Carlson School of)

2-190 Hanson Hall  
Minneapolis campus  
(612) 624-3313  
[www.carlsonschool.umn.edu](http://www.carlsonschool.umn.edu)

### Clinical Laboratory Sciences

15-170 Phillips-Wangenstein  
Minneapolis campus  
(612) 625-9490  
<http://medtech.umn.edu>

### Design

12 McNeal Hall  
St. Paul Campus  
(612) 624-1717  
[www.cdes.umn.edu](http://www.cdes.umn.edu)

### Mortuary Science

A275 Mayo  
Minneapolis campus  
(612) 624-6464  
[www.mortuaryscience.umn.edu](http://www.mortuaryscience.umn.edu)

### Continuing Education

#### Applied Degrees

20 Classroom Office Building  
St. Paul campus  
(612) 624-4000  
[www.cce.umn.edu](http://www.cce.umn.edu)

### Education and Human

#### Development

25 Appleby Hall  
Minneapolis campus  
(612) 625-3339  
[www.education.umn.edu](http://www.education.umn.edu)

### Nursing (School of)

5-160 Weaver-Densford Hall  
Minneapolis campus  
(612) 624-4454  
[www.nursing.umn.edu/](http://www.nursing.umn.edu/)

### Continuing Education

#### Inter-College Program

20 Classroom Office Building  
St. Paul campus  
(612) 624-4000  
[www.cce.umn.edu](http://www.cce.umn.edu)

### Food, Agricultural and Natural Resource Sciences

190 Coffey Hall  
St. Paul campus  
(612) 624-6768  
[www.cfans.umn.edu](http://www.cfans.umn.edu)

### One Stop Student Services Centers

(612) 624-1111  
[www.onestop.umn.edu](http://www.onestop.umn.edu)

200 Fraser Hall  
Minneapolis campus

130 West Bank Skyway  
Minneapolis campus

130 Coffey Hall  
St. Paul Campus

### Continuing Education

#### Program for Individualized Learning

20 Classroom Office Building  
St. Paul campus  
(612) 624-4000  
[www.cce.umn.edu](http://www.cce.umn.edu)

### Liberal Arts

49 Johnston Hall  
Minneapolis campus  
(612) 625-2020  
[www.cla.umn.edu](http://www.cla.umn.edu)

### Technology (Institute of)

105 Lind Hall  
Minneapolis campus  
(612) 624-8504  
[www.it.umn.edu](http://www.it.umn.edu)



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Complete the following information. **Return this form to your college office.** Send official transcripts of non-UM college coursework to the Office of Admissions. If you want to change your college of enrollment, contact the Office of the Registrar for an *Application for Undergraduate Change of Program*.

Student name (last, first, middle, previous last name)			Daytime phone number		Evening phone number	
Current mailing address			City		State	Zip Code
Email address			State in which you claim legal residency		How long have you lived in that state?	
Student ID number		Social Security number			Date of birth (mm/dd/yy)	
College of last enrollment	Last major you were enrolled in	Major you would like to enroll in		Term of expected enrollment <input type="checkbox"/> fall <input type="checkbox"/> spring <input type="checkbox"/> summer   Year _____		

Are you returning from an approved leave of absence?    yes    no

Have you earned a baccalaureate degree?    yes    no   Name of Institution: \_\_\_\_\_

If yes, do you expect to earn another baccalaureate degree?  
 yes    no

Since you last attended the University, have you completed, at any other post-secondary institution, coursework that is not currently reflected on your University of Minnesota transcript?  
 yes    no

If yes, please arrange to have an official transcript mailed directly from all colleges and universities attended to the Office of Admissions. (240 Williamson Hall, 231 Pillsbury Drive SE, Minneapolis, MN 55455)

Check this box if you are a veteran or currently serving in the U.S. military. (The One Stop Veterans Services Office will send admitted students a packet of helpful information for veterans.)

List all post-secondary institutions attended, including the University of Minnesota. Specify the campus. Contact all non-U of MN institutions and request that an official transcript be sent to the Office of Admissions.

NAME OF INSTITUTION	LOCATION	FROM (mm/yy)	TO (mm/yy)	GPA	DEGREE

List employment, beginning with most recent. (Include military service)

EMPLOYER OR INSTITUTION	CITY/STATE	FROM (mm/yy)	TO (mm/yy)	TYPE OF WORK

I certify that the information I have provided on this application and on all other admission application materials is complete, accurate, and true to the best of my knowledge. I understand that it is my responsibility to request that official transcripts from each academic institution have attended since last enrolling at the University of Minnesota be submitted directly to the University. I understand that misrepresentation of application information is sufficient grounds for canceling my admission or registration.

Applicant's signature (required): \_\_\_\_\_ Date (required): \_\_\_\_\_

**For office use only**

Service Indicator	Term/Yr	Program	Plan	Subplan	Deg Req
Term Activation	Appointment Time	Requested official transcripts <input type="checkbox"/> yes <input type="checkbox"/> no		College Approval	