

# INSTRUCTIONS FOR RE-ENTRY APPLICATION

A **\$20 non-refundable fee** will be charged to your account if you have been out for more than **three (3) consecutive semesters**, excluding the summer after your application is processed after your application is processed. Submit your application via email to [Reentry@Baruch.cuny.edu](mailto:Reentry@Baruch.cuny.edu). **Please do not fax your application. Faxed applications will not be accepted.**

## APPLICATION REQUIREMENTS

### File this application if:

- You received at least one term of grades in a previously started degree program at Baruch College.
- You are not currently enrolled in another degree program.

**If you have been dismissed**, contact the appropriate academic services to file an appeal for reinstatement.

If you have completed less than 61 credits and have not been accepted into one of the three schools, you must file a reinstatement application with the Office of Undergraduate Advisement and Orientation, [Academic.Advisement@baruch.cuny.edu](mailto:Academic.Advisement@baruch.cuny.edu). If you have completed more than 61 credits and/or were accepted into one of the three schools, please contact that school.

### Undergraduate Students

Zicklin School of Business: [ZicklinUndergraduate@baruch.cuny.edu](mailto:ZicklinUndergraduate@baruch.cuny.edu)

Weissman School of Arts and Sciences: [WSAS.CASAppeals@baruch.cuny.edu](mailto:WSAS.CASAppeals@baruch.cuny.edu)

Marxe School of Public and International Affairs: [mopia.bsqa@baruch.cuny.edu](mailto:mopia.bsqa@baruch.cuny.edu)

### Graduate Students

Zicklin School of Business: [ZicklinGCAS@baruch.cuny.edu](mailto:ZicklinGCAS@baruch.cuny.edu)

Weissman School of Arts and Sciences: [wsas.graduate.advisement@baruch.cuny.edu](mailto:wsas.graduate.advisement@baruch.cuny.edu)

Marxe School of Public and International Affairs: [mopia.advisement@baruch.cuny.edu](mailto:mopia.advisement@baruch.cuny.edu)

### Deadlines to apply for reinstatement:

If you wish to re-enter for the Fall semester, you must apply for reinstatement by April 1st

If you wish to re-enter for the Spring semester, you must apply for reinstatement by November 1st

## IMPORTANT RE-ENTRY INFORMATION

Students who were out of school for one term are required to follow the curriculum at the time of re-entry.

Effective Fall 2011, the Zicklin School of Business will not accept Undergraduate Second-Degree students into the Accounting Program. If you were already accepted by the Zicklin School of Business into the Accounting program you will be allowed to continue your program.

Effective Summer 2020, Undergraduate students are not required to meet with an advisor. Students who want to meet with an advisor must first have their reentry application processed and approved before they can meet with an advisor. Academic Advisors in the Office of Undergraduate Advisement and Orientation will not advise students before their application is processed.

**If you have been out of school for more than one year or are re-entered with a different address**, you must re-file the New York State Residency application. For further information, please contact the residency coordinator at [residencyunit@baruch.cuny.edu](mailto:residencyunit@baruch.cuny.edu)

**You must satisfy immunization requirements** before you can register. For further information, please contact Medical Records [medicalrecords@baruch.cuny.edu](mailto:medicalrecords@baruch.cuny.edu)

**Winter Session Re-entry:** Students who are not registered for the Fall term must file a re-entry application for the spring term, if they are interested in registering for the Winter session.

## RE-ENTRY APPLICATION

A \$20 non-refundable fee will be charged to your account if you have been out for more than three (3) consecutive semesters, excluding the summer after your application is processed. Please submit a check or money order payable to Baruch College. If you wish to pay cash, please make a payment at the Bursar's Office at 151 East 25th St, Room 810.

Please complete all portions of the form.

Submit your application via email to [Reentry@Baruch.cuny.edu](mailto:Reentry@Baruch.cuny.edu) Any question or comments please email us at [Reentry@Baruch.cuny.edu](mailto:Reentry@Baruch.cuny.edu)

### APPLICATION

Type:  Undergraduate  Graduate

Term Deadlines:  Winter 20\_\_\_: **December 15**

Spring 20\_\_\_: **January 15**

Summer 20\_\_\_ Session I and III: **May 15**

Summer 20\_\_\_ Session II: **June 15**

Fall 20\_\_\_: **August 15**

**"Submission deadlines that fall on a weekend/holiday will be extended until the next business day".**

**"All deadlines are strictly enforced."**

### STUDENT INFORMATION

\_\_\_\_\_  
EMPLID (CUNYfirst ID) OR XXX - XX - \_\_\_\_\_  
Last four digits SSN \_\_\_\_\_  
Date of Birth \_\_\_\_\_

Name: Last \_\_\_\_\_ First \_\_\_\_\_ MI \_\_\_\_\_ Name on CUNYfirst Account (if different) \_\_\_\_\_

Current Street Address \_\_\_\_\_ Day Phone \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Email Address \_\_\_\_\_

Have you attended any schools since leaving Baruch?  No  Yes, Indicate the school(s) and dates of attendance.

Official transcript is required prior to registering.

	School	Dates of Attendance		School	Dates of Attendance
1			2		

### APPLICATION AGREEMENT

#### Please Read Before You Sign:

Students submit their Re-Entry application to the Office of the Registrar. You will receive an email confirmation once the application is approved and processed by the Office of Registrar.

**Undergraduate students** are not required to meet with an advisor. Students who want to meet with an advisor must first have their reentry application processed and approved before they can meet with an advisor. Academic Advisors in the Office of Undergraduate Advisement and Orientation will not advise students before their application is processed.

**I hereby certify that the statements on this application and all the supporting documents are true.**

After completion of the form, save and email to [Reentry@Baruch.cuny.edu](mailto:Reentry@Baruch.cuny.edu) Form must be emailed from a Baruch College email account.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SUBMIT**

**PRINT**

OFFICE OF THE REGISTRAR				Comments: <div style="border: 1px solid black; height: 100px;"></div>
ACADEMIC STANDARD	TERM ACTIVATE	EMAILED		
CRD: _____ GPA: _____	<input type="checkbox"/> SU <input type="checkbox"/> FA <input type="checkbox"/> WI <input type="checkbox"/> SP	DATE		
<input type="checkbox"/> PROB <input type="checkbox"/> DISM <input type="checkbox"/> REIN	<input type="checkbox"/> SKILLS <input type="checkbox"/> PTH <input type="checkbox"/> APS	PROCESSED BY		
CRD LIMIT: _____	<input type="checkbox"/> RADM <input type="checkbox"/> APPT	INITIAL		
GRAD TIME LIMIT: _____	<input type="checkbox"/> TRANS TEXT	DATE		