



# Request for Re-Enrollment in Coursework

STUDENT INFORMATION			
Student Name:		Student ID Number:	
Telephone:		Track:	
Address:		Email:	

RE-ENROLLMENT INFORMATION																
<p>I, the undersigned, request re-enrollment beginning with the following Term/Year:</p> <table style="width: 100%; border: none;"> <thead> <tr> <th style="width: 60%;"></th> <th style="width: 20%; text-align: center;">Term</th> <th style="width: 20%; text-align: center;">Year</th> </tr> </thead> <tbody> <tr> <td> <p>Following an approved leave of absence, students must submit a Request for Re-Enrollment to the Registrar's Office at least six (6) weeks prior to the quarter of re-enrollment. <b>Registrar's Office Fax Number: 805.565.3804 or email registrar@pacifica.edu</b></p> </td> <td style="text-align: center;"><input type="checkbox"/> Fall</td> <td style="text-align: center;">_____</td> </tr> <tr> <td> <p>Re-entering students must be in good financial standing and are required to meet all curricular degree requirements of their original degree plan. <b>Students must follow the academic plan developed by the program administrator/student affairs coordinator.</b></p> </td> <td style="text-align: center;"><input type="checkbox"/> Winter</td> <td style="text-align: center;">_____</td> </tr> <tr> <td> <p>Re-entering students need to contact the Housing Coordinator and Financial Aid Office (if applicable). See Re-Enrollment Checklist.</p> </td> <td style="text-align: center;"><input type="checkbox"/> Spring</td> <td style="text-align: center;">_____</td> </tr> <tr> <td> <p>In order to re-enroll, any overdue library materials must be returned.</p> </td> <td style="text-align: center;"><input type="checkbox"/> Summer</td> <td style="text-align: center;">_____</td> </tr> </tbody> </table>			Term	Year	<p>Following an approved leave of absence, students must submit a Request for Re-Enrollment to the Registrar's Office at least six (6) weeks prior to the quarter of re-enrollment. <b>Registrar's Office Fax Number: 805.565.3804 or email registrar@pacifica.edu</b></p>	<input type="checkbox"/> Fall	_____	<p>Re-entering students must be in good financial standing and are required to meet all curricular degree requirements of their original degree plan. <b>Students must follow the academic plan developed by the program administrator/student affairs coordinator.</b></p>	<input type="checkbox"/> Winter	_____	<p>Re-entering students need to contact the Housing Coordinator and Financial Aid Office (if applicable). See Re-Enrollment Checklist.</p>	<input type="checkbox"/> Spring	_____	<p>In order to re-enroll, any overdue library materials must be returned.</p>	<input type="checkbox"/> Summer	_____
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<p><b>For Office Use:</b>            Academic Plan: _____            No Overdue Library Materials _____            My.pacifica accounts: _____            Good Financial Standing: _____            Good Academic Standing: _____            Sent Registration Letter _____            Updated Year/Term to Enrolled _____            Updated Track Re-enrolling Into _____</p>	<p><b>Required Signatures:</b> If emailing form, student must submit this form from their My.Pacifica.edu student email account.</p> <p>_____            Student <span style="float: right;">Date</span>  <input type="checkbox"/> I certify that my typed name is my authorized signature</p> <p>_____            Registrar <span style="float: right;">Date</span></p> <p>_____            Student Accounts Office <span style="float: right;">Date</span></p> <p>cc: Program Administrator _____ Housing _____ Library _____</p> <p>Revised 8/2019</p>															