



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="text-align: center;">Term</th> <th style="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. Registrar's Office Fax Number: 805.565.3804 or email registrar@pacifica.edu</p> </td> <td style="text-align: center; vertical-align: top;"> <input type="checkbox"/> Fall </td> <td style="text-align: center; vertical-align: top;"> _____ </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. Students must follow the academic plan developed by the program administrator/student affairs coordinator.</p> </td> <td style="text-align: center; vertical-align: top;"> <input type="checkbox"/> Winter </td> <td style="text-align: center; vertical-align: top;"> _____ </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; vertical-align: top;"> <input type="checkbox"/> Spring </td> <td style="text-align: center; vertical-align: top;"> _____ </td> </tr> <tr> <td></td> <td style="text-align: center; vertical-align: top;"> <input type="checkbox"/> Summer </td> <td style="text-align: center; vertical-align: top;"> _____ </td> </tr> </tbody> </table> <p>In order to re-enroll, any overdue library materials must be returned.</p>			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. Registrar's Office Fax Number: 805.565.3804 or email registrar@pacifica.edu</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. Students must follow the academic plan developed by the program administrator/student affairs coordinator.</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	_____		<input type="checkbox"/> Summer	_____
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<p>For Office Use: 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>Required Signatures: If emailing form, student must submit this form from their My.Pacifica.edu student email account.</p> <p>_____ Student Date <input type="checkbox"/> I certify that my typed name is my authorized signature</p> <p>_____ Registrar Date</p> <p>_____ Student Accounts Office Date</p> <p>cc: Program Administrator _____ Housing _____ Library _____</p> <p>Revised 8/2020</p>															