Students Readmitted After Leave of Absence

Academic Dismissal

**STEP I**

Students who have been dismissed from the university and wish to apply for readmission should:

- Request a readmission form from The One Stop;
- Attach check or money order for **$60.00** payable to the University of Massachusetts Boston;
- Include an unofficial copy of transcripts (obtained from The One Stop);
- Attach a typewritten letter of appeal with name, address, and social security (if you have one) explaining the circumstances that led up to the suspension/dismissal and presenting reasons for the Committee to believe that your academic performance will improve if readmitted.

Submit materials in person at The One Stop or mail to:

The Committee on Standards and Credits

**c/o Office of Undergraduate Education/CC-2-2100**
University of Massachusetts Boston
100 Morrissey Boulevard
Boston, MA 02125

You will be notified of the Committee’s decision in writing.

**DEADLINES:** For spring semester you must submit your application by November 1st. For fall semester you must submit your application by May 1st.

**STEP II**

*After you receive your written notice* contact the International Student and Scholars Office (ISSS) to discuss transfer of your SEVIS record.

*N.B. You will only be readmitted for part-time study (6 credits). As an international student you must be full-time at 12 credits. You will need to take 6 credits at the school you are attending, or another school of your choice. Have all courses pre-approved by the Registrar to ensure transfer of credits.*