REENROLLMENT

STUDENT SUCCESS OFFICE (SSO) FALL 2014

Lisa Kiely, Assistant Dean, Undergraduate Studies
Paulanne Walker, Coordinator, Student Success Office
Peter DeCrescenzo, Advisor, Student Success Office
OVERVIEW

• Readmission vs Reinstatement
• Deadlines
• Communications
• Student Support
• Application Process & Faculty Petition Board
• Advising Notes
• Appeals
• Registration, Deferred Dismissals and Auto-Readmits
# Reenrollment

## Reinstatement

**If a student...**
- was academically dismissed at the end of last semester of attendance
- withdrew from
  - last semester of attendance and have withdrawn from a previous semester
  - first semester of attendance
  - last semester of attendance and had below a 2.0 GPA

**Action Items:**
- Application
- Essays

**Timeline:**
- 4 - 6 weeks (less time in January)
- Can take longer if student has blocks or requires a major change

## Readmission

**If a student...**
- left the University with at least a 2.0 GPA and did not withdraw from last semester of attendance (excluding summer/winter term)
- was placed on academic probation during last semester of attendance and one or more semesters have passed since student last registered for courses

**Action Items:**
- Application

**Timeline:**
- 2 weeks (10 business days)
- Can take longer if student has blocks or requires a major change
# Reenrollment Deadlines

<table>
<thead>
<tr>
<th>Semester to Return (Reenrollment Term)</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Spring</td>
<td>November 1</td>
</tr>
<tr>
<td>Fall</td>
<td>April 1</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Dismissed from Current Semester</th>
<th>Semester to Return (Reenrollment Term)</th>
<th>Deadline</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall</td>
<td>Spring</td>
<td>Usually January 5</td>
</tr>
<tr>
<td>Spring</td>
<td>Fall</td>
<td>Usually June 5</td>
</tr>
</tbody>
</table>

The upcoming Spring 2015 date of dismissal will be on January 9, 2015.
COMMUNICATION TO STUDENTS

1. **Probation Email:**
   1. Sent after calculate
   2. Ex: Probation at the end of Fall, email sent in January

2. **Mid-Semester Probation Email:**
   1. Sent mid-semester
   2. Ex: Probation at the end of Fall, email sent in February

3. **Dismissal Email:**
   1. Sent after calculate
   2. Ex: Dismissal at the end of Spring, email sent in May/June
WHAT ADVISORS CAN DO TO ASSIST STUDENTS
GPA CALCULATOR

- Use _______ credits to calculate GPA
- Use attempted credits not earned

In SIS – GPACALC
- Attempted Credits: ___
- Current GPA: _____
- Desired GPA: 2.000

Look at past record to help a student understand how long it will really take

Testudo GPA calculator
CORE Program

Reenrollment Applicant - Transfer Credit
Undecided (Letters & Sciences) Undergraduate Degree

DATE: 09/29/14  Current Status: Regr

Fundamental Requirement Satisfied Math: MATH Course; Eng

Transcripts received from the following institutions:

Prince Georges Community College  on 09/23/14

Historic Course Information is listed in the order:
Course, Title, Grade, Credits Attempted, Earned and Quality

Spring

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Grade</th>
<th>Credits Attempted</th>
<th>Credits Earned</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTH275</td>
<td>ART &amp; ARCH OF AFRICA</td>
<td>C+</td>
<td>3.00</td>
<td>3.00</td>
<td>6.00</td>
</tr>
<tr>
<td>ENGL101</td>
<td>ACADEMIC WRITING</td>
<td>C</td>
<td>3.00</td>
<td>3.00</td>
<td>6.00</td>
</tr>
<tr>
<td>MATH003</td>
<td>DEVELOPMENTAL MATH</td>
<td>S</td>
<td>0.00</td>
<td>3.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Non-Credit</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PSYC100</td>
<td>INTRO PSYCHOLOGY</td>
<td>F</td>
<td>3.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
</tbody>
</table>

--- Academic Probation ---

Semester: Attempted 9.00; Earned 6.00; GPA 1.333
UG Cumulative: 9.00; 6.00; 1.333

Fall

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Grade</th>
<th>Credits Attempted</th>
<th>Credits Earned</th>
<th>GPA</th>
</tr>
</thead>
<tbody>
<tr>
<td>BSCI105</td>
<td>PRIN BIOL I</td>
<td>C</td>
<td>4.00</td>
<td>4.00</td>
<td>8.00</td>
</tr>
<tr>
<td>ENGL243</td>
<td>WHAT IS POETRY?</td>
<td>C+</td>
<td>3.00</td>
<td>3.00</td>
<td>6.00</td>
</tr>
<tr>
<td>MATH115</td>
<td>PRECALCULUS</td>
<td>D</td>
<td>3.00</td>
<td>3.00</td>
<td>3.00</td>
</tr>
<tr>
<td>PSYC100</td>
<td><em>Repeated Course</em></td>
<td>C-</td>
<td>3.00</td>
<td>3.00</td>
<td>6.00</td>
</tr>
</tbody>
</table>

--- Academic Dismissal ---

Semester: Attempted 13.00; Earned 13.00; GPA 1.769
UG Cumulative: 19.00; 19.00; 1.842

UG Cumulative Credit: 19.00
UG Cumulative GPA : 1.842
EXAMPLE #2

--- Academic Probation ---
Semester: Attempted 14.00; Earned 7.00; GPA 0.914
UG Cumulative: 14.00; 7.00; 0.914

Spring
ARCH170 INTRO BUILT ENVIRN B 3.00 3.00 9.00 HA
CHEM135 "Repeated Course" D 3.00 3.00 2.10
CNLT270 LBL LIT & SOCIAL CHANGE B 3.00 3.00 9.00 HL D
MATH115 PRECALCULUS F 3.00 0.00 0.00 FM
--- Academic Probation ---
Semester: Attempted 12.00; Earned 9.00; GPA 1.675
UG Cumulative: 23.00; 16.00; 1.430

Summer I
BSCI105 "Repeated Course" B+ 4.00 4.00 13.20 LL
Semester: Attempted 4.00; Earned 4.00; GPA 3.300
UG Cumulative: 23.00; 20.00; 2.004

Summer II
BSCI116 PRIN BIOL II C+ 4.00 4.00 9.20 LL
MATH115 "Repeated Course" B 3.00 3.00 9.00 FM
Semester: Attempted 7.00; Earned 7.00; GPA 2.800
UG Cumulative: 30.00; 27.00; 2.143

Fall
BSCI207 PRIN BIOL III ORGANISMS D 3.00 3.00 2.10
BSCI330 CELL BIO & PHYSIOLOGY D 4.00 4.00 4.00
CHEM131 CHEM FUNDAMENTALS I F 0.00 0.00 0.00 XP
MATH140 CALCULUS I W 0.00 0.00 0.00 MS FM
--- Academic Probation ---
Semester: Attempted 10.00; Earned 7.00; GPA 0.610
UG Cumulative: 40.00; 34.00; 1.760

Spring
BSCI222 PRIN GENETICS C- 4.00 4.00 6.80
BSCI330 "Repeated Course" C- 4.00 4.00 6.80
CHEM131 "Repeated Course" C 3.00 3.00 6.00 XP
--- Academic Disciplinary ---
Semester: Attempted 11.00; Earned 11.00; GPA 1.781
UG Cumulative: 51.00; 41.00; 1.764

Summer I
CHEM231 ORGANIC CHEMISTRY I F 3.00 0.00 0.00
CHEM232 ORGANIC CHEM LAB I C- 1.00 1.00 1.70
Semester: Attempted 6.00; Earned 1.00; GPA 0.125
UG Cumulative: 55.00; 42.00; 1.667

Summer II
ENGL391 ADVANCED COMP C 3.00 3.00 5.10 JE
KINES137N GOLF (BEGINNING) A 1.00 1.00 4.00
KINES157N WT TRAINING (BEGINNING) B 1.00 1.00 3.00
MATH220 ELEM CALCULUS I F 3.00 0.00 0.00 MS FM
Semester: Attempted 8.00; Earned 5.00; GPA 1.512
UG Cumulative: 63.00; 47.00; 1.647

UG Cumulative Credit: 71.00
UG Cumulative GPA : 1.647
STUDENT SUPPORT

• **Help** students determine if returning is in their best interest

• **Direct** students to the SSO Website to start the application process

• **Assist** students with preparing their essays

  • What issues contributed to your academic dismissal from your last semester at the University of Maryland?

  • What steps have you taken to resolve these issues?
APPLICATION – PROCESS

- Student submits **online** application
- SSO reviews application, informs student of any missing information or blocks (notes in SIS – ERSR)
- SSO sends application to the Faculty Petition Board
  - Each application is reviewed by at least 2 board members
- Board reviews application and makes decision
- SSO processes decision
  - Denied – entered in
  - Approved – checked for blocks and ability to return to major (notes in SIS – ERSR)
- Reenrollment decision email
  - Sent to email address in Application System
FACULTY PETITION BOARD

• 4-5 Faculty members from different academic units.

• All reinstatement decisions are made by the Faculty Petition Board. The faculty petition board considers many factors in each individual case. Students often try to have an advisor tell them their chances of reinstatement, and this should be avoided.
REINSTATEMENT DECISIONS

1A,2A,(2F)
- Complete coursework away
- Student must reapply to return

4X, 4Z*
- Take time away
- Student must reapply to return

3F
- Finish elsewhere

81,86,8A
- Return right away
- Once conditions are met (previous 1A, 2A, 4X, 4Z)

* - new decision code
APPLICATION – DELAYS

- Financial blocks
- Judicial blocks
- Missing documents (transcripts, graduation plans, essays)
- Major changes
- International Student paperwork (visas)

*SSO keeps notes in SIS - ERSR regarding student’s application
RETURN TO MAJOR

- SSO looks over the following:
  - Benchmarks
  - Repeat Credits
  - Advising Notes
  - College approval
ADVISING NOTES

• Notes in Advise on the Web, Degree Navigator or SIS are very helpful to the reenrollment process
  • Does student need an exception to policy? 3rd attempt at a course, more than 18 repeat credits needed
  • Does the student need to change his/her major?
1. **Date:** 2014-08-19   **Author:** mflowers

**Title:** Major Change

Aziza,

Effective Fall 2014, your major has been officially changed to Math - Traditional track. Any questions about your degree requirements should be directed to your departmental advisor, Ida Chan. Please also remember that you have mandatory advising with your department EVERY semester, at which time you are also required to have an updated 4-year plan.

Welcome to CNS!
Have a great semester!

Monet Flowers
College of Computer, Mathematical, and Natural Sciences
Undergraduate Student Services

2. **Date:** 2014-08-15   **Author:** ichan

**Title:** 1408 math adv sat

- will take MATH240, MATH310. Student wants to add MATH463. Advised this can potentially be a heavy load.
- student to talk to Study Abroad Office re HA from Study Abroad
SIS NOTES ON AOW

ADVISE on the Web

Search Student: [Search Box]

Printable Version

Name: Ahmad, Aziza Maryam
UID: 11153244

1. Term: 201408  Date: 2014-08-06  Author: ATK
   Student emailed for major change to MATH.

2. Term: 201408  Date: 2014-08-06  Author: ATK
   Emailed student for JC(4) and essays.

3. Term: 201408  Date: 2014-08-06  Author: ATK
   Responded to email re: gen ed.

4. Term: 201408  Date: 2014-08-08  Author: ATK
   Essays received.

5. Term: 201408  Date: 2014-08-11  Author: ATK
   Sent to PW.

6. Term: 201408  Date: 2014-08-12  Author: LIC
   Received social clearance (J.Bond)

7. Term: 201408  Date: 2014-08-14  Author: PIW
   Emailed student to complete major change process
Appeals will only be reviewed if there is new information.

One page appeals can be emailed to rr-admit@umd.edu.
REGISTRATION

• Please remember students cannot attend courses (Fall & Spring) until they have been reinstated

• Non-degree seeking students
  • cannot register until the 1st day of classes
  • new decision code – 90
SUMMER & WINTER REGISTRATION

• Recently dismissed students may register for winter or summer courses after applying for reinstatement

• Must be approved for the following semester before registering for winter or summer
DEFERRED DISMISSALS

• This process requires action by both Student Success Office and the Registrar’s Office; it does NOT happen automatically.

• In summer, students will not be removed from dismissal until after Summer Session 2.
  • Students who reach a 2.0 after Summer Session 1 COULD register for summer session 2, so no deferrals will be processed until after Summer Session 2.
AUTO-READMITS

• Processed through the Registrar’s Office, does not come through Student Success Office

• In UA, decision code 70, letter code 33

• Registrar’s Office Withdrawal form - Return to the University
  • Have you taken a withdrawal or leave of absence in the past, since Fall 2002?
  • Are you currently in your first semester of attendance at the University?
  • Do you have a cumulative GPA below 2.0?

• If you answered “Yes” to any of the above three questions, you must file a petition for reinstatement with the Student Success Office
• If the answer to all three questions is “No” and you intend to return to the University next semester, the Office of the Registrar will facilitate your readmission at the time of withdrawal or leave of absence.
QUESTIONS?

Student Success Office
Website: http://www.studentsuccess.umd.edu

Email: rr-admit@umd.edu

Location: 0110 Hornbake Library, South Wing