

Request for Readmission: Music Department and VIS Approval

IMPORTANT: The purpose of this form is to obtain approval from the Music (and VIS if applicable) for you to be readmitted. You must submit the Graduate School's Readmission Google form in order to be readmitted, and this form is the supporting documentation you need.

Instructions

1. Contact the Graduate Program Director and Graduate Program Coordinator regarding your intent to re-enter the program.
2. Complete and submit this form to the following people: the Graduate Program Director, Graduate Program Coordinator, and your advisor. NOTE: If you are an international student, the GPC will obtain VIS approval with the appropriate advisor.
3. The approved form will be returned to you. At this time, locate the Readmission form on the Student Resources section of the Graduate School website.
4. Complete and upload this form to provide proof of Departmental Approval (attach this form at the following prompt: "please upload approval from your graduate program director"; you can attach the same form at the approval from VIS prompt).

Readmission Form

Last Name: _____ First Name: _____ ID#: _____

Are you a US Citizen? ☐ Yes ☐ No

Are you a Permanent Resident? ☐ Yes ☐ No

If you answered NO to both questions, indicate your immigration status: _____

Please check the appropriate degree:

☐ MA ☐ MM ☐ PhD ☐ DMA

I am requesting to be readmitted for the following semester/year:

☐ Fall ☐ Spring, Year: _____

Readmitted From:

☐ Leave of Absence ☐ Unapproved Leave

Note: Students not on an approved Leave of Absence pay the readmission fee to the Bursar's Office AFTER the readmission has been processed and a registration block has been posted. The Bursar's Office will remove the block upon receipt of payment. Do not attempt to pay this fee before the readmission form is processed, as it will slow down the process.

Permission for Submission (if applicable)

☐ If you have been on a leave for more than one semester, please check this box to grant permission to the department to submit the form on your behalf.

Student Signature: _____ Date: _____

Graduate Program Signature: _____ Date: _____

(This may be the GPD, GPC, or Chair ONLY)

Visa & Immigration Services Advisor Signature: _____ Date: _____