



THE UNIVERSITY  
*of*  
**WISCONSIN**  
MADISON

COLLEGE OF LETTERS & SCIENCE

READMISSION FORM

(For students who are dropped for one year)

Instructions for dropped students seeking readmission to the College of Letters & Science

You are required to meet with an academic advisor and an assistant dean prior to being readmitted to the College of Letters & Science. Use this advising appointment to

- 1) (re)establish a relationship with your assigned advisor or an advisor in your intended area of study,
- 2) develop a reasonable enrollment plan for the term you intend to return,
- 3) create a realistic degree completion plan.

Use the appointment with an assistant dean to confirm your enrollment plans and your readiness to re-enroll at UW-Madison.

Step 1: Complete and print this form.

Step 2: Make an appointment with an academic advisor (your previously assigned advisor or an advisor in your intended area of major study) and bring this form and other supporting documentation (transcripts from other universities, other documents which support personal, academic, or health progress you have made during your time away) to the appointment. You may find the name of your assigned advisor on the home page of your MyUW Student Center.

Step 3: After the appointment with your academic advisor, make an appointment with an L&S Assistant Dean (call 608/262-0617). At least three days before your appointment, bring or send the signed and completed L&S Readmission Form to 110 Ingraham Hall (lsdeans@saa.ls.wisc.edu). Make sure you keep a copy of your signed Readmission Form.

Bring any supporting documentation and transcripts from any coursework completed during your time away from UW-Madison to your meeting with the dean.

Step 4: If your readmission is approved by the academic dean, fill out a reentry application on your Student Center.

\* Students can seek readmission during the following windows for an upcoming term:

Fall/Summer readmission: March 15 - May 15

Spring readmission: September 15 - November 15

**L&S Academic Deans' Services**

110 Ingraham Hall University of Wisconsin-Madison 1155 Observatory Drive Madison, Wisconsin 53706  
608-262-0617 Fax: 608-262-5093 saa.ls.wisc.edu

## **Student Information**

**Full Name:** \_\_\_\_\_

**Campus ID:** \_\_\_\_\_

**Email Address:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_

## **Looking Back**

**What do you think went wrong for you academically?**

**To what extent did course selection, study skills and test taking impact your academic performance?**

**How often and in what ways did you interact with your professors, teaching assistants, and advisor(s)?**

## **Looking Ahead - Academic and Career Planning**

**Which major are you planning to pursue?**

**Why is this major a good choice given your previous academic performance?**

**Is this a competitive admission or limited admissions major or can you declare your major now?**

**If it is a competitive admissions major/program, do you have a parallel plan?**

**What career plans or intentions do you have after graduation?**

**Which specific courses do you plan to take in your first term back?**

**When do you intend to graduate? What is your plan for completing your remaining requirements by your intended graduation date?**

**How can an academic advisor support you if you are readmitted?**

**Please list the campus resources which you will use in your first term back.**

**Print and bring a copy of this form to your academic advising appointment. Please make sure your advisor signs this form.**

**Advisor Comments:**

**Advisor Signature:**  **Date:**