Dear Applicant,

Thank you in your interest in applying for reinstatement to Ball State University. Along with your application you must submit the reinstatement narrative.

You may apply for reinstatement only once in a twelve-month period. Therefore, it is important that you answer all questions thoroughly. Once your application is complete, it will be reviewed by the Committee on Admissions and Credits.

If there is a “University Hold” on your record, this must be resolved before your materials will be presented to the Committee. If the hold is not released prior to the application deadline date, your application will be closed without action. Please contact our office 765-285-1725 if you have questions regarding your record’s status.

If you attend another school since your last attendance at Ball State, you must provide an official transcript of the work completed. The transcript must be submitted for review by the Committee.

If health was a contributing factor to your disqualification, a doctor’s statement indicating your fitness for attending classes MUST accompany the application.

Please be sure that you account for how you have spent your time since you last attended Ball State. You should indicate time spent in school, employment, and periods of unemployment. Make sure to indicate both beginning and ending dates.

Return completed narrative and transcripts (if applicable) to Julia Dotson, Registrar’s Office, Ball State University, Muncie, IN 47306. You may send the completed application via email to acadprogress@bsu.edu. If you have any questions concerning your reinstatement, please contact me at 765-285-1725.

Sincerely,

Julia Dotson

Associate Director of Registration and Academic Progress

Enclosures

JLD/km
APPLICATION FOR REINSTATEMENT DEADLINES

To be considered for reinstatement to Ball State University, you application and all supporting documents MUST be postmarked by the stated deadline:

SPRING 2015  DECEMBER 5, 2014
SUMMER 2015  APRIL 8, 2015
FALL 2015  JULY 15, 2015

Your application will not be presented to the Committee on Admissions and Credits if a "University Hold" has been placed on your record or an official transcript of grades has not been received from a school you have attended since your last attendance at Ball State University. You have until the above stated deadline to have your hold released or transcript delivered. If you are currently enrolled at another institution and will be awaiting complete official transcript until the end of the term please inform our office as to the anticipated date we will receive the transcripts. (If received too late and/or no correspondence occurs with our office you may need to reapply for the following term.)

You may request reinstatement for a specific semester, but the Committee may defer the reinstatement to a later semester.
Submit to: Committee on Admissions & Credits
Registration & Academic Progress
Ball State University Muncie, IN 47306
Fax: 765-285-8765 / Email: acadprogress@bsu.edu

REINSTATEMENT NARRATIVE PACKET

EVERY ITEM MUST BE ANSWERED. TYPE OR PRINT YOUR RESPONSE IN INK.

Your answers to the questions below will be presented to a committee, therefore, carefully consider your responses. Please answer each question completely. If you need more space to reply, please attach a second sheet and identify the question to which you are responding.

To the Committee on Admissions and Credits:
I am requesting reinstatement for the ________________ term, 20___.
I understand that I will have to meet the specific requirements as set forth in the Committee’s decision and all requirements as stated in the current University Catalog. I further understand that if I am approved to attend, academic eligibility does not imply acceptance into a particular college or program or eligibility for financial aid.

Signature

BSID ______________ Printed Name: __________________________

- If health was a contributing factor to your disqualification, a doctor’s statement indicating your fitness for attending classes MUST be submitted to the Committee along with your packet.

1. Since last attending Ball State, have you been or are you currently enrolled in another college or university? YES_____ NO_____. If “YES” where? __________________________
   When did you last attend? __________________________________________

2. Do you plan to be employed while attending BSU? YES_____ NO_____
   If “YES” how many hours per week? __________________________

3. How many credit hours do you plan to register for in your next term of attendance? __________

4. What area have you chosen as a major field of study? __________________________

5. Why do you wish to be reinstated to BSU, and what short/long term educational goals have you set for yourself?
   __________________________________________
   __________________________________________
   __________________________________________
   __________________________________________
6. State the reasons or extenuating circumstances (aside from grade-point average) you consider responsible for your disqualification

7. How have you used your time since your last attendance at BSU? Describe work experience, school attended, or other items of self-improvements.

8. Why are you more likely to succeed in academics now? Be specific—cite objective evidence to support your reinstatement.