



REQUEST FOR RE-ENROLLMENT UNDERGRADUATE DEGREE CANDIDATES

Towson University
Office of the Registrar/Readmission
Enrollment Services Center, Room 218
Phone: 410-704-2007 Fax: 410-704-6358

- **Application Fee - \$25 Non-refundable fee must be submitted with the application. Make check payable to Towson University.**
- **Credit Card:** Visa Discover MasterCard
_____ Expiration Date _____
- **Incomplete or unsigned applications will be returned**
- **Return completed form to Towson University, Office of the Registrar/Readmission, Enrollment Services Center, Room 218, Towson, Maryland 21252**
- **Contact Housing & Residence Life at 410-704-2516 if interested in university housing.**

Section 1. Applying for Readmission to TU

Application Deadlines: Fall Semester – apply by August 1 Spring Semester – apply by December 1

Term requesting readmission: Fall Minimester Spring Summer Year: _____

Section 2a. Personal Data

TU Student ID: _____ **Social Security #: (optional)** _____

Full Name: _____
Last First Middle

Please list any other name used on your academic record: _____

Gender: Male Female **Date of Birth (MM/DD/YY):** _____

Address: _____
Street Address City County State Zip Code

Home Phone: _____ **Cell Phone:** _____

E-Mail Address: _____

Section 2b. Ethnic Origin

Colleges and universities are asked by many groups and agencies, including federal, state and local governments, to describe the racial/ethnic backgrounds of their students. In order to help us respond to these surveys and to report this information, please answer both questions.

1. **Are you of Hispanic or Latino origin?** (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race) Yes No

2. **What is your race?** Select one or more of the following categories, as appropriate:
(The definitions above and below are provided by the National Center for Education Statistics.)

White
(A person having origins in any of the original peoples of Europe, the Middle East or North Africa)

Black or African American
(A person having origins in any of the black racial groups of Africa)

Asian
(A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam)

American Indian or Alaska Native
(A person having origins in any of the original peoples of North and South America, including Central America, and who maintains cultural identification through tribal affiliation or community attachment)

Native Hawaiian or Other Pacific Islander
(A person having origins in any of the original peoples of Hawaii, Guam, Samoa or other Pacific Islands)

OFFICE USE ONLY: RADM _____ PD _____ NM/RM CAT _____ LA _____ DISC _____ APPT _____ CR _____ GPA _____

Section 3. Citizenship

Are you a US citizen? Yes No (If no, please complete this section)

Country of Birth: _____ Country of Citizenship: _____

Permanent Resident:

Yes - List PR# _____ and attach a copy of your PR card (both sides)

No - You must obtain permission to enroll from the International Student & Scholar Office at 410-704-2421, Administration Building, 2nd floor, before submitting to the Readmission Office. Passport & evidence of immigration status are required.

ISSO OFFICE USE ONLY: Immigration Classification: _____ **Valid Until:** _____

Immigration Status: Permits Does not permit consideration for in-state tuition eligibility.
(If status permits consideration, student applies by completing Section 7 of this form.)

Student cleared to enroll. ISSO, please sign & date: _____

Section 4. Military Service and/or BRAC Affiliation (answer all questions that apply to you)

Branch of Service: _____ Date Entered: _____ Date Released: _____

Were you active duty for at least a year? Yes No

Are you a disabled veteran? Yes No

Are you a dependent of a veteran and eligible to receive VA benefits? Yes No

Will you be or have you been relocated to Maryland as a result of BRAC? Yes No

Do you need "Early Out" papers to be prepared in order to attend Towson University? Yes No

Section 5. Academic Plan

Dates of Attendance at TU: From _____ To _____

No Yes **Suspended or expelled from any college or university for academic reasons since leaving TU**
If yes, explain: _____

Intended Major/Minor (& concentration/track, if applicable): _____

Section 6. College or University Attendance

No Yes - **Attended another college/university since leaving TU.**

If yes, official transcripts of all completed course work must be received by the Readmission Office before a registration date is given.

List all colleges/universities attended since leaving TU:

College/University	Dates of Attendance				Degree Earned
	From	/	To	/	
_____	_____	/	_____	/	_____
_____	_____	/	_____	/	_____
_____	_____	/	_____	/	_____

DISCIPLINARY RECORD: Answer each question below. An affirmative response to either question will not result in an automatic denial of readmission or enrollment. All relevant circumstances will be considered. The university reserves the right to request further information from the applicant to verify the information disclosed. Providing false information to these questions will be grounds for rejecting your readmission application, or, if you are readmitted, expulsion.

A) Are you in good standing at all previous institutions that you attended and eligible to return? Yes No
If "no," please explain the reason you are not in good standing and include in your explanation the name of the institution to which you are ineligible to return. _____

B) Has disciplinary action been initiated or taken against you at any of the institutions you attended? Yes No
If "yes," please explain and include in your explanation the name of the institution taking disciplinary action, the date of the infraction, and the disciplinary action taken. _____

Section 7. Residency Information for Tuition Determination

Do you wish to be considered for in-state tuition status? Yes No (If yes, you must complete this section of the application.)

IF ANY OF THE CATEGORIES BELOW APPLY, PLEASE CHECK THE APPROPRIATE BOX, PROVIDE REQUESTED INFORMATION AND/OR DOCUMENTATION, AND GO TO SECTION 8.

I am a part-time (50%) or full-time regular employee of the University System of Maryland or I am the spouse of or am financially dependent upon a parent or legal guardian who is a regular employee of the University System of Maryland.

Please indicate relationship: _____

Please attach a letter of verification from the Human Resources Office of the campus at which you or your spouse or parent or legal guardian is employed.

I am a full-time active member of the U.S. Armed Forces whose home of residency is Maryland or one who resides or is stationed in Maryland, or the spouse or a financially dependent child of such a person.

Please attach a copy of your deed or lease (if applicable), or verification from the service that you have declared Maryland as your "home of residency" (if applicable); and your most recent assignment orders. Also, please indicate date of expected separation from the military: _____

I am a veteran of the U.S. Armed Forces who received an honorable discharge within the past 12 months and received my high school education in Maryland.

Please attach a copy of form DD-214 and documentation of enrollment in a Maryland high school for a minimum of three years and graduation from a Maryland high school or receipt of a GED diploma in Maryland.

I have been or will be relocated to Maryland because of BRAC.

Additional information will be requested.

If none of the above is checked, applicants seeking in-state status must complete the following questions. Failure to complete all of the required items may result in a non-Maryland resident classification and out-of-state charges being applied. Residency classification information is evaluated in accordance with the University System of Maryland policy on residency. The applicant may be contacted for clarification of an item, or for additional information as necessary.

PLEASE CHECK ONE:

I am financially independent. I have earned taxable income and I have not been claimed as a dependent on another person's most recent income tax returns.

I am financially dependent on another person who has claimed me as a dependent on his/her most recent income tax returns, or I am a ward of the state of Maryland. If a ward of the state, please submit documentation and go to Section 8.

Name of person upon whom dependent and relationship to applicant: _____

a. How long have you been dependent upon this person? _____

b. Is this person a resident of Maryland? Yes No

c. Address of this person: _____

d. Is this person a citizen of the United States? Yes No

If no, type of visa: _____ Expiration date of visa: _____

Permanent Residency No. _____ Date of issuance: _____

Please attach a clear copy of the PR card.

e. List the state(s) and tax years in which this person filed income tax returns on all earned income within the past 3 years, including taxable income earned outside of Maryland.

State _____ Tax Year _____ State _____ Tax Year _____ State _____ Tax Year _____

If a Maryland tax return has not been filed within the last 12 months, state reason(s): _____

f. Signature of this person: _____

Section 7. Residency Information (continued)

The Student Applicant is responsible for completing items 1-9.

1. **Permanent address:** _____
Length of time at permanent address: _____ years _____ months
If less than 12 months, provide previous address: _____
Length of time at previous address: _____ years _____ months
2. **Are you residing in Maryland primarily to attend an educational institution?** Yes No
3. **Are all, or substantially all, of your possessions in Maryland?** Yes No
4. **Do you possess a valid driver's license?** Yes No
If yes, initial date of issue _____ In what state? _____
Most recent date of issue _____ In what state? _____
5. **Do you own any motor vehicles?** Yes No
If yes, Initial date of registration _____ In what state? _____
Most recent date of registration _____ In what state? _____
6. **Are you registered to vote?** Yes No
If yes, in what state? _____ Date of registration _____
Were you previously registered in another state? Yes No
7. **Have you filed a Maryland state income tax return for the most recent years?** Yes No
Maryland Tax years filed: _____
8. **Is Maryland state income tax currently being withheld from your pay?** Yes No
If no, please explain. _____
9. **Do you receive any public assistance from a state or local agency other than one in Maryland?** Yes No
If yes, please explain. _____

Section 8. Character and Conduct

Answer all three questions. An affirmative response to any of these questions will not result in an automatic denial of readmission or enrollment. All relevant circumstances will be considered. The university reserves the right to request further information from the applicant to verify the information disclosed. In addition, applicants who are readmitted may be required, as a condition of participation in certain programs, to complete a Criminal History Consent Form and agree to a criminal background check. Providing false information to these questions will be grounds for rejecting your readmission application, or, if you are readmitted, expulsion.

- A. Have you been convicted of a criminal offense other than a minor traffic violation? Yes No
If "yes," please explain and include in your explanation the crime(s) for which you were convicted, the court where the conviction was entered and the case docket number. _____
- B. Do you currently have criminal charges pending against you other than a minor traffic violation? Yes No
If "yes," please explain and include in your explanation the criminal charges that are pending, the court where the charges are pending and the case docket number. _____
- C. Have you ever received a less than honorable discharge from the military service? Yes No If "yes," please explain:

Section 9. Student's Agreement (Please read carefully and sign)

I understand that the university reserves the right to request additional residency information for tuition determination if necessary. In the event the university discovers that false or misleading information has been provided, the student applicant may be billed by the university retroactively to recover the difference between in-state and out-of-state tuition for the current and subsequent terms.

I certify that the information recorded on this application is correct. I understand that failure to give complete and accurate information on this application will result in the immediate cancellation of my application for readmission or, if enrolled, dismissal from the university. I also certify that I will supply all transcripts from every college and university I have attended, whether part-time or full-time since last attending Towson University. If readmitted to Towson University, I hereby agree to abide by all regulations and requirements of the university now in effect, and those that may be adopted during my residence as a student. If conditions affecting my status change, I will notify the Office of the Registrar, in writing, within fifteen (15) days of such a change.

In making this application, I accept and agree to abide by the policies and regulations of Towson University concerning drug and alcohol abuse and understand that the unlawful use of drugs or alcohol will subject me to the penalties contained in those policies and regulations.

Signature of applicant: _____ **Date:** _____