# **Readmission Guideline for Spring 2017**

Refer to the instructions below on application for readmission in Spring 2016 for dropouts and expelled students.

□ Eligibility : Dropouts and expelled students of Undergraduate or Graduate programs

#### **Deadlines**

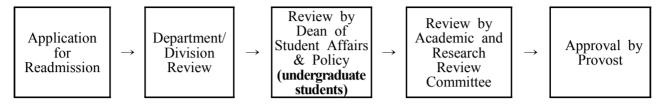
- O Submission by students : submit to the department/division office by Thursday, December 15, 2016
- Evaluation by Departments/Divisions : Friday, December 16 ~ Thursday, December 22, 2016
- O Submission of Departments/Divisions evaluation result to Academic Registrar's Team : Thursday, December 29, 2016

#### $\Box$ Conditions for Readmission

- $\bigcirc$  No more than 3 years from the date of dropout or expulsion.
- Students who belong to the following categories are not eligible for readmission
  - Those who are expelled for exceeding enrollment duration limit (Up to students enrolled in 2008)
  - Those who are expelled for exceeding enrollment duration limit or who are expelled or voluntarily withdraw after getting enrollment duration limit extended (Starting from student enrolled in 2009)
  - \* The suspension period (3 years) does not include time taken for military service or medical treatment (needed to attach supporting documents for proof)

• Readmission is possible after 2 semesters including the semester in which dropping out or expulsion occurred.

#### □ Readmission Application and Review Process



### □ Recommendation for Readmission by Department

- The candidate is evaluated on academic capacity, remaining number of semesters, and possibility of graduation based on the advisor's opinion on readmission and future study plan by a three-member review committee consisting of the advisor, department head, and department professor or a department-related committee.
- For undergraduate students, the Dean of Student Affairs & Policy will interview the recommended candidate and results will be announced through the Academic and Research Review Committee.
  - \* Students who were on Undeclared Major at the time of dropping out or expulsion must choose an intended department and will be reviewed by the department

### □ Required Documents for Readmission

- O Application for Readmission (see attachment)
- O Future Study Plan (see attachment)
- O Opinion of Advisor on Readmission (see attachment)
- O Recommendation for Readmission (see attachment)
- O Academic Transcript
- O Proof of military service or medical condition as outlined in Article 55-5 of Academic Regulations (if applicable)

#### □ Others

- O Previously earned credits will be automatically recognized without any additional procedure.
- O Requirements for graduation will be unchanged from the date of initial admission.
- The number of enrolled semesters will be counted from the date of initial admission.
- O Students readmitted after expulsion will be expelled upon receiving an academic warning.
- O Students expelled due to failing the qualifying exam must pass the exam within 1 year(including the period of taking a leave of absence except maximum 1 semester) of readmission, or will face expulsion again if requirements are not met.
- O Students can be readmitted only once and will be accepted to the original academic year or lower.
- Tuition for readmitted students shall follow the rules on "Imposition of Tuition fees".

[Attachment] 1. Application for Readmission

- 2. Future Study Plan
- 3. Opinion of(Prospective)Advisor on Readmission
- 4. Recommendation for Readmission

► Contact : Academic Registrar's Team.(Ext 2361 / ⊠ registrar@kaist.ac.kr)

## 2016. 11.

# **Dean of Academic Affairs**