

# Readmission Guideline for Spring 2018

Refer to the instructions below on application for readmission in Spring 2018 for dropouts and expelled students.

- Eligibility** : Dropouts and expelled students of Undergraduate or Graduate programs
  
- Deadlines**
  - Submission by students : submit to the department/division office by Thursday, December 14, 2017
  - Evaluation by Departments/Divisions : Friday, December 15 ~ Thursday, December 21, 2017
  - Submission of Departments/Divisions evaluation result to Academic Registrar's Team : Thursday, December 28, 2017
  
- Conditions for Readmission**
  - 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**

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

**Others**

- Previously earned credits will be automatically recognized without any additional procedure.
- 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.
- Students readmitted after expulsion will be expelled upon receiving an academic warning.
- 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.
- 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)

2017. 10.

**Dean of Academic Affairs**