

**UNIVERSITY OF PITTSBURGH
SCHOOL OF EDUCATION
ACADEMIC POLICIES AND PROCEDURES**

TITLE OF POLICY: **READMSSION**

DATE APPROVED: MARCH 2012

POLICY:

A student who has not registered for at least one credit during a 12-month period will be transferred automatically to inactive status and must file an application for readmission to graduate study (and pay the application fee) before being permitted to register again. While on inactive status, a student is not eligible to use University facilities and should not expect to receive counseling by the faculty or active supervision by his/her adviser and committee.

Readmission is not automatic nor does it necessarily reinstate the student in the academic status enjoyed prior to becoming inactive. However, readmission is automatic for students who receive prior approval for a formal leave of absence.

(See Statute of Limitations and Leave of Absence policies)

Students must be readmitted to the School of Education before they may register to take courses.

PROCESS:

When readmitted, the student must be prepared to demonstrate proper preparation to meet all current admission and degree requirements. A student who seeks readmission to the school after academic exclusion, withdrawal, or failure to return after a leave must file a petition with the Dean's office. The petition should outline the reason for the student's readmission, and why the committee should grant the petition.

If readmission is granted, the Dean's office has the authority to place the student on probation and to impose conditions that must be met by the student for advancement. If the conditions of probation are not satisfactorily met, the student will be excluded automatically. The student does have the right to petition again.