

College of Health and Public Affairs Readmission Support Request Form

Readmission support from the College of Health and Public Affairs (COHPA) is not automatic and requires a detailed review of the student's academic readiness and plan to return:

To request support from COHPA students must meet the following minimum conditions. Verify that you meet the following:

Disqualified students must apply for readmission online prior to published University deadlines each semester (April 1 Summer, July 1 Fall and Nov. 1 Spring). Information at: <http://registrar.ucf.edu/readmission-application>

Disqualified students must sit out at least two semesters prior to requesting readmission support from COHPA.

Disqualified students must have less than a 30 point Quality Point Deficit.

Students must submit the entire Readmission Packet requested by COHPA (including Readmission Questionnaire, transcripts from all coursework taken since UCF - can be unofficial for COHPA, thoughtfully constructed Personal Statement, and any other relevant documentation to support student's explanation of circumstances). Incomplete packets will not be reviewed.

Students are expected to have demonstrated positive academic progress (defined as recent A/B grades in recent and related classes), have completed the AA degree (if appropriate) and have completed all prerequisite and lower level (1000/2000 level) courses for the requested major.

Please note- meeting the minimum conditions for the College does not guarantee support. COHPA will review each applicant's academic readiness.

The deadline to submit materials to COHPA is 15 days from the send date of the College's initial email to you; check the email account listed on your application for this send date. Late or incomplete packets will not be reviewed. Students being considered for support are interviewed by COHPA on a space available basis.

Please complete the following:

Name: _____ Student ID (not the NID) _____

Requested Major: _____ Term Requested: _____

Phone Number: _____ E-mail: _____

By submitting this request, you are certifying that you have read and meet the minimum conditions for review and understand that readmission support from the College of Health and Public Affairs is not guaranteed or automatic. Direct any questions to COHPA Undergraduate Student Services at (407) 823-0010.

I would like COHPA to review my request for support and will submit all required materials for review.

Yes

No

COHPA Readmission Questionnaire

This questionnaire will be reviewed by the College of Health and Public Affairs (COHPA) along with the other materials in the Readmission Packet. In order for COHPA to make a determination of support for readmission it will review academic readiness for each applicant. You should thoughtfully type your responses to the questions below. Once complete, the Readmission Packet must be submitted to Undergraduate Student Services in HPA II Room 115 either in person, by fax (407) 823-0022, or by e-mail to hpainfo@ucf.edu. **The deadline to submit materials to COHPA is 15 days from the send date of the College's initial email to you; check the email account listed on your application for this send date.**

1. What is your current chosen major in COHPA and how does readmission into this major support your career goals. Be specific:

2. Why have you chosen to attempt to return to UCF now, and what steps have you taken to improve your academic skills?

3. Have you completed an Associate of Arts (AA) degree from a Florida public institution?

Yes, prior to disqualification from UCF

Yes, completed while disqualified from UCF

No, I am currently working on completing the AA degree

No, I do not plan to complete an AA degree prior to seeking support for readmission

4. If you answered "**No**" above, please state the circumstances that prevented you from completing the AA degree:

5. Have you completed all of the prerequisite courses (if any) required for this major? Prerequisite information for each major in COHPA can be found at: catalog.ucf.edu

Yes all prerequisites for this major are complete

No, I still have prerequisite courses I need to complete

6. If you answered "**Yes**" above, list the prerequisites required for your major and the grades received in those courses:

7. Have you taken courses toward demonstrating positive academic progress since disqualification at UCF. Positive progress is defined as A/B grades in recent and related classes:

Yes

No, I have not taken any coursework since disqualification

8. If you answered "**Yes**" to question 7 above, please list all the courses taken, grades received, and institution attended. If you answered "**No**" to question 7, please indicate the circumstances that prevented you from taking coursework toward demonstrating positive academic progress.

In addition to listing courses here, you must still submit unofficial transcript to COHPA with the Readmission Packet.

9. Why do you feel you did not previously do well at UCF (address any areas in which you had difficulty at the time) and what specific changes have you made to address those areas?

10 (A). Are you currently working?

Yes

No

10 (B). If working, how many hours per week do plan to work if readmitted?

11. If readmitted into a COHPA major, you may be required to seek tutoring or complete academic workshops in specific skill areas. Select the areas below that you feel would most benefit you:

Time Management

Goal Setting/ Motivation

Math Skills

Note Taking

Test Taking Strategies

Test Anxiety

Writing Skills

Memory/ Concentration

Study Skills

Other

12. Why should the College of Health and Public Affairs provide you with a recommendation for readmission into this major? What specific plans or changes have you made to ensure your future academic success?

13. If not supported for readmission from COHPA into this major, what other options have you considered that will help you achieve your academic and career goals?

14. By submitting this form I acknowledge the following:

I have submitted an online readmission application by the published University deadline.

I have read UCF's Policy regarding readmission for Disqualified or Excluded students in the UCF Catalog posted online.

I have answered the above questions accurately and to the best of my knowledge.

I understand that if readmitted, I will return on academic probation and must earn a 2.0 GPA each and every semester while on probation to remain at UCF and to avoid Exclusion.

I understand that I am not allowed to change my major outside of COHPA if readmitted.

I understand that if readmitted the College will place conditions and restrictions on my enrollment including being limited to 2 classes per semester until removed from probation, having a registration hold placed on my record, which means I must meet with my advisor prior to registration each semester until graduation.

I understand that submitting all of the materials in the COHPA Readmission Packet prior to the COHPA deadline, does not guarantee readmission to UCF as the information will be reviewed by the College.

15. Do you have any questions regarding the readmission process for COHPA or is there anything you would like the advisor to know when reviewing your Readmission Packet?