

## **Petition for Readmission to a Health Program**

### *How this policy applies to you:*

If you leave a health program for any reason and wish to re-enter the same program during the following academic year, you must petition the Dean, School of Health & Patient Simulation. See The Policy below.

If you leave a program for two full semesters, you may apply to the same health program under the same requirements as a new applicant.

Do not petition the Dean.

### *The Policy:*

Your petition must be submitted by the date posted to the Dean of the School of Health Office, building 20, room 320. Submit your written petition no later than November 16 to be considered for readmission for Spring Semester, and no later than February 1 to be considered for readmission for the Fall Semester. These dates may change from year to year. Check the Dean's Office for changes in deadlines, 413.755.4510, [shps@stcc.edu](mailto:shps@stcc.edu)

In your written petition, explain how the cause or causes that resulted in your leaving or being removed from the program have been resolved. If the reason for your leaving the program was medical in nature, you must have a letter from your physician stating that it is safe for you to return. If your petition is approved, you will be subject to the program requirements stipulated in the year of your original admission. Other conditions may be placed upon your re-entrance. Return depends on a seat being available.

### *How a decision is made:*

Once your written petition has been received by the Dean of the School of Health, the Re-admissions Committee will meet to consider your particular circumstances. The Committee will consist of the Dean, a Director or Program Chair, and faculty member from the program in which the student wishes to re-apply. Other members may be added as deemed appropriate by the Dean of the School of Health.

The Committee will make a decision based on your written response to how well you document resolving the issues that caused your leaving the program. Your overall grade point average is not a major consideration and may have little, if any, impact on the Committee's decision. The Committee wants you to explain, in writing, why you left the program and how you have addressed that issue or multiple issues. Your explanation about how you will now be successful in the program is critical.

Please note that most health programs only allow one readmission.

You will be informed in writing of the Committee's decision. Admissions will also receive a copy of the decision. The Dean of the School of Health & Patient Simulation is located in building 20, room, 320, 413.755.4510, [shps@stcc.edu](mailto:shps@stcc.edu)