

International Undergraduate Returnee/Reentry Instructions

*Inquiries should be directed to the Office of the Registrar, Tuition and Fees, 0460 Beardshear Ames, Iowa 50011-2049 USA
Tel. 515 294-1889, fax: 515 294-6773*

reentry@iastate.edu

The university requires nonimmigrant international undergraduates to complete the International Undergraduate Reentry Form after an absence of one semester or more (not including summers). The form should be completed and returned to 0460 Beardshear well in advance of the opening of the term for which reentry is sought. Students who have previously attended Iowa State only as nondegree undergraduates and who now seek to earn an undergraduate degree should complete an undergraduate application instead of this form.

Students with bachelor's degrees

Students with bachelor's degrees who wish to take supporting graduate-level courses prior to applying for graduate degree admission should not complete this form, but should complete the nondegree graduate application for admission.

Students who have attended another school

Students who have attended another college or university since their last enrollment at Iowa State must have official transcript(s) of all coursework attempted sent to the Office of Admissions, 100 Enrollment Services Center, Iowa State University, Ames, IA 50011-2011.

The Office of Admissions will complete a transfer credit evaluation. For questions concerning transfer credits, contact the Office of Admissions at 1-800-262-3810.

Outstanding balances

All money owed to the university must be paid before permission to register for courses will be given.

Change of curriculum

The Office of the Registrar will refer the reentry form to the college to which a student plans to enroll if the student desires to change curriculum.

GPA below 2.00

The Office of the Registrar will refer the reentry form to the college to which a student plans to enroll if the student has a previous Iowa State University cumulative grade point average below 2.00, or since leaving Iowa State, has completed additional college study with less than a 2.00 grade point average.

Iowa State University requests the information on this form for the purpose of making a reentry decision and issuance of the appropriate visa eligibility forms. If the required information is not provided, the University may not consider the request to reenter.

Academic/disciplinary reinstatement process

Students who have been dropped from enrollment at Iowa State for unsatisfactory academic progress or were not otherwise in good standing must follow the following policies, published in the course catalog:

1. Students may not be reinstated until at least one term has elapsed since they were academically dismissed. The summer session is not considered as one term out of school.
2. A student who has been dismissed from enrollment two or more times is not eligible for reinstatement until at least two academic semesters have elapsed since the last academic dismissal.
3. Students who have been dismissed by a college and subsequently reinstated by another college cannot transfer back unless the Academic Standards Committee of the original college grants permission. This procedure must be followed regardless of the student's current academic standing.
4. Students must submit a petition to the Academic Standards Committee of the college in which they wish to enroll at least 45 days before the beginning of the term. This need not be the college from which the student was dismissed. (Students who have been dropped twice and wish to return to the College of Liberal Arts and Sciences must submit their petition at least 70 days before the beginning of the term.)
5. Reinstated students will return on temporary enrollment status.

Students who have been dropped from enrollment at Iowa State for disciplinary reasons must contact the Dean of Students Office at 515 294-1020.

Issuance of Forms I-20 or DS-2019

You must be able to document sufficient financial resources for the duration of your remaining study at Iowa State before an immigration document can be issued. Letters promising financial sponsorship and supporting bank statements should be less than one year old, and may not be addressed to a different university. Additional information may be required before the immigration document can be issued, so please contact International Students and Scholars Office at 515-294-1120 or e-mail at intlserv@iastate.edu for assistance.

Schedule of classes

Once you have received notification that your reentry has been approved, you may contact your college office regarding your schedule of classes.

Returnee/Reentry Form

Return this form to: Office of the Registrar 0460 Beardshear Hall Ames, IA. 50011-2049 Fax: (515) 294-6773

For undergraduate international students.

Complete this application if you are an international undergraduate (nonimmigrant) student who has been absent from the university for one semester or more, not including summer.

1. Personal Data

Name Last First Middle Maiden/other

Name when last enrolled at ISU (if different from above). Include all last names on previous academic transcripts

University ID OR Social Security Number Gender: Female Male

Birthdate (MM/DD/YY) City and Country of Birth Country of Citizenship

Foreign Permanent Address

Number and street City Province or state Postal Code Country

Current Address

Number and street City Province or state Postal Code Country

Phone number(s) and e-mail address where you can be reached concerning this application:

home () work ()

E-mail

2. Reentry Information

Last term enrolled at ISU: When do you want to return? Fall Spring Summer

What was your curriculum/major when last enrolled?

What curriculum/major are you requesting at this time?

If you have an undergraduate degree from ISU and wish to reenter for teacher certification, check here:

Were you dropped for academic or disciplinary reasons? No Yes If yes, refer to the instructions on reinstatement on the catalog web site www.iastate.edu/~catalog under Index, Reinstatement.

Please continue to items 3-8 on the next page >>>>

For Office Use Only

Department Action (circle one): Approved Denied Signature Date

College Action (circle one): Approved Reinstated Denied Signature Date

Please update adviser information on ADIN. A.P. Code

For undergraduate International students.

5. Violations

If your answer to either of the following two questions is yes, you must submit a full statement of relevant facts on a separate sheet attached to this application. You may be required to furnish the university with copies of all official documentation explaining the final disposition of the proceedings. Note: You must respond to questions (a) and (b) below, or your application will not be processed.

If your records have been expunged pursuant to applicable law, you are not required to answer yes to these questions. If you are unsure whether you should answer yes to question a or b, we strongly suggest that you answer yes and fully disclose all incidents. By doing so, you can avoid any risk of disciplinary action or revocation of an offer to reenter Iowa State University.

(a) Have you ever been charged with or subject to disciplinary action for scholastic or any other type of misconduct at any educational institution?* Yes: *A statement MUST accompany this reentry.* No

**This does not include placement on academic probation or dismissal from Iowa State due to academic performance. Students who were dismissed from Iowa State for academic reasons should refer to instructions on reinstatement.*

(b) Do you have a pending criminal charge OR have you ever been convicted of a crime, made a plea of guilty or no contest, accepted a deferred judgment, or been required to register your name and home address with a local or state law enforcement agency? (Misdemeanor traffic offenses are exempt.)
 Yes: *A statement MUST accompany this reentry.* No

6. Request for Transfer I-20 or DS-2019 Form

Current Visa—F1, J1, etc. _____ Visa you would like if different _____ If you are on OPT, attach a copy of your Employment Authorization card.

Complete this section only if you hold an F-1 or J-1 visa status and are transferring from another institution in the U.S. Please be aware that we cannot issue the transfer Form I-20 or DS-2019 until AFTER the “release date” assigned by your current school.

What is your release date from your current school? (check with your current international adviser) _____

Current visa document is attached (Form I-20 or DS-2019). Check here if attached:

Select **one**:

Hold your visa document until you come to campus ***(It will be available in 252 Memorial Union.)***

Mail your visa document. Provide below the mailing address below to use AFTER your release date:

Number and street

City _____	Province or state _____	Postal Code _____	Country _____
Phone (____) _____	FAX (____) _____		
Country/City/Number		Country/City/Number	

E-mail _____ SEVIS ID Number _____

J-1 visa holders only: Please check the box that best describes your last activity in your home country.

Country of permanent residence: _____

Student (circle one): Secondary Undergraduate Graduate **Teacher** (circle one): Secondary University

Employed (circle one): Government Private Other (complete following items):

Position _____ Name of employer _____

If you are bringing dependents to the U.S., please give country of permanent residence for each person below:

Spouse: _____ Child 2: _____

Child 1: _____ Child 3: _____

For undergraduate international students.

7. Financial Data

Please show below the financial resources that you will have to cover your educational and living expenses (and those of an dependents) for each year of your attendance. (See Estimated Annual Expenses attached to this form.)

Are family members joining you in the US.? ___No, I plan to come alone ___Yes, I plan to bring the following dependents:

	Family name, given name (as spelled in passport)	Birth Date (mm/dd/yyyy)	Birth city and country	Country of citizenship
Spouse				
Child 1				
Child 2				
Child 3				

Source of funds	Annual Funds	Number of Years
Applicant's savings (attach bank statement of account)	\$ _____	___ 1 ___ 2 ___ 3 ___ 4 ___ 5
Sponsor's savings) attach bank statement of account)	\$ _____	___ 1 ___ 2 ___ 3 ___ 4 ___ 5
Sponsor's salary (attach annual salary statement)	\$ _____	___ 1 ___ 2 ___ 3 ___ 4 ___ 5
Scholarship form: _____	\$ _____	___ 1 ___ 2 ___ 3 ___ 4 ___ 5
Total	\$ _____	

Must equal the university estimate of calendar year expenses.

Declaration of support from sponsor

Name: _____ Relationship to student: _____

Address: _____

Sponsor living in U.S. must indicate visa status: _____

I promise to provide funds indicated above:

Signature _____ Date _____

8. Certification

My signature below indicates that all information contained in this application is correct and complete. I understand that the misrepresentation or omission of application information is sufficient grounds for denial of my reentry or dismissal from the University. I realize that it is my responsibility to request that official academic records from each academic institution I have attended since leaving Iowa State be submitted. I agree that I am responsible for all expenses I incur during my attendance at Iowa State. With the exception of any financial assistance already offered to me by the university, I do not expect Iowa State to provide me with financial assistance or employment.

Signature _____ Date _____