CAED Re-Admission Consideration Agreement Name: _____ EMPL ID: _____ Major:_____ Email: _____ Phone:_____ You may be considered for readmission to the College of Architecture and Environmental Design program that you left after a minimum of one calendar year. If you are interested in this option, you are to submit evidence to the CAED Advising Center that you have increased the possibility of your academic success by satisfactorily completing a minimum of 22 semester units at another university or community college. In meeting this requirement, it is important that you include courses that are relevant to your major. It is important that you focus your preparations for improved academic success. Consequently, it will be necessary for you to meet with your department head to complete the following "agreement" that identifies the specific courses you are to successfully finish while away from Cal Poly as a part of demonstrating satisfactory academic improvement. **Student Academic Improvement Plan** ____ Program in the College of In order to be considered for readmission to the _ Architecture and Environmental Design, I have met with my Department head and agree to complete the following courses with a grade average of at least 2.75. These specific courses are part of fulfilling the minimum 22 semester units required. (Use only the spaces necessary to identify the specific courses required.) Cal Poly Course # of Units Quarter/Semester Course Equivalent at: Requirement Other Conditions (optional): I have read and understand that I must complete the courses identified above as a part the conditions for consideration to be readmitted to my former major. I understand that meeting the contract requirements allows me to be eligible to reapply to Cal Poly as a Former Student, however readmission for a given term is contingent upon registration cycles, budgetary considerations and any other unforeseen college or university considerations that could affect admission for former returning students. Admission for eligible students may be delayed beyond the term for which the student applied.

Signature

Signature

Date

Date

Student Name

Department Head (Print)

(Print)

Requirements for a Dismissed Student to be Eligible to Re-Apply to CAED:

- 1. Students must be enrolled in a full-time course load (at least 10 semester units or 12 quarter units) during each term. A full-time course load includes pre-approved classes.
- 2. Earn a minimum 2.75 GPA while enrolled in full-time course load
- 3. All lower division General Education, Support and Major courses proposed to be completed at the community college must be listed on the contract.
- 4. All coursework must be approved in advance by your Department Head. Completion of the form on the reverse side of this sheet including Department Head's signature constitutes approval. Taking courses not listed do not count unless you earn a C- or lower, in which case the courses count against you (the same is true for courses in which the grade assigned is a Withdrawal, Incomplete, No Credit, Unauthorized Withdrawal, etc.)
- 5. At least half of the units taken each term must fulfill major or support requirements for your degree program.
- 6. A minimum of a 2.75 grade point average is required in all approved coursework, as well as any additional courses that the student completes. All grades must be a "C" or higher the first time the course is taken (No C- or lower, Withdrawals, Incompletes, No Credits, Unauthorized Withdrawals, etc.).
- 7. Dismissed students are not allowed to participate in the Cal Poly Continuing Education (also known as Open Enrollment) program, without permission of the CAED Dean's office.
- 8. Once a student has completed the terms of the contract, student should contact the Cal Poly Admissions office immediately and reapply as a **Former Student**. Students should be aware of reapplication admission deadlines for returning students and plan ahead—dates below are subject to change. The student will be eligible for admission into his/her major if he/she meets the terms of the contract, completes the Former Student Application and submits official transcripts by the Admissions deadline. The student must request the Former Student Application from the Cal Poly Admissions Office. Any further questions regarding readmission should also be directed to the Admission Office: PH (805) 756-2311.

Deadlines for Former Student Application:

TERM APPLICATION POSTMARK DEADLINE

Fall quarter July 1st

Winter quarter October 1st

Spring quarter February 1st

Summer Term applications for Former Students are not accepted at this time

(dates are subject to change and should be confirmed well in advance)