

**REINSTATEMENT HOLD RELEASE AND FOLLOW-UP**

To complete your reinstatement, please follow these steps:

**1 – Complete this form**

**2 – Meet with Academic Advising and the Bursar’s Office\*\***

**3 – Return this form to Office of Admission**

Your reinstatement will be processed when this completed form has been received by the Office of Admission. You will be notified by mail when your reinstatement is complete.

Name \_\_\_\_\_ Student I.D. \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Phone: Home: ( ) \_\_\_\_\_ Cell: ( ) \_\_\_\_\_

\_\_\_\_\_ Work: ( ) \_\_\_\_\_

REQUEST TO RETURN FOR: Fall \_\_\_\_ Spring \_\_\_\_ Summer \_\_\_\_  
Day \_\_\_\_ Evening \_\_\_\_ Weekend \_\_\_\_

\*\*\*\*\*

**OFFICE USE ONLY**

**Please sign where appropriate to indicate clearance:**

Academic Advising (Day/Evening) \_\_\_\_\_

Bursar’s Office \_\_\_\_\_

Other\*\* ( \_\_\_\_\_ ) \_\_\_\_\_

\*\* Please note additional signature only required if filled in on the form. Additional signature should be obtained from the office written in on the form next to “other.”