

Austin Community College
Vocational Nursing Program
Request for Re-Admission

Student Name (Printed): _____ ID#: _____

Date Submitted: _____

Date of Withdrawal: _____

Readmission is desired for:

Level/Course _____ Semester _____

Please address the following statements thoughtfully, and completely. (You may use attachment if needed)

Describe the situation surrounding your withdrawal.

Describe activities since the time of withdrawal that could contribute to your academic success upon re-admission (e.g. counseling, decreased work hours, remedial classes etc).

Discuss reasons why readmission to the program is justified.

Please initial each to indicate understanding.

___ Students are only allowed one readmission into the VNG Program.

___ Recommendations of the Admission and Progression committee will follow the policies outlined in the VNG Student Handbook.

___If request for readmission is approved, the Admissions Committee may require additional course work or remediation as a condition of readmission.

Please submit your request according to the deadline as indicated in Requirements for Readmission stated in your VNG student handbook.

- February 1 for readmission into the summer semester
- June 1 for readmission into the fall semester
- October 1 for readmission into the spring semester

Upon readmission students may have to resubmit a criminal background check, new health data form completed by a physician and confirmed current immunizations and CPR.

ADDRESS TO WHICH NOTIFICATION OF DECISION LETTER IS TO BE SENT.
Please be aware that failure to notify the school of any address changes could result in not receiving notice of readmission.

Street Number/Name or PO Box _____

City, State, and Zip Code: _____

Phone Number (include area code): _____

Second Phone Number: _____

Email address: _____

Signature: _____

Please send your request to:
Sandra McCrary Marshall
Admission and Progression Committee
Vocational Nursing
3401 Webberville Road
Austin, TX 78702
Office number (512) 223-5768
Email address: marshall@austincc.edu