



Allen School Catalog Addendum

Resuming Enrollment for Title IV Eligible Programs

The decision to allow a student to resume their enrollment will be made by representatives from each department including the Executive Team. Past performance, the reason for having left the Institution, and the feasibility of successful completion of the program will be considered when determining approval for a resuming enrollment request. Tuition fees previously paid by the student will be applied and the student will need to re-establish eligibility for financial aid in order to be considered for readmission. The resuming enrollment process includes writing an essay and, in some cases, meeting with the Office of Academic Affairs. A student may only apply to resume their enrollment once during his/her entire academic career, and must do so within six (6) months of their Last Date of Attendance (LDA). Any request to resume enrollment beyond six (6) months of their LDA must be approved by the President of the Institution.

Students that request to resume their enrollment beyond the six (6) month period may be required to restart their program from the 1st module. A student that is re-starting their program must go through the same process detailed above as a student that is resuming their enrollment, in addition to attending orientation and the registration process.

Non-Title IV Eligible programs are not eligible to resume into the program.