

Reactivation Request Form –Undergraduate Level Students

- This form is used by the student to notify the Office of the Registrar that she/he is returning to the university. This enables the Office of the Registrar to reactivate the student's record in order to register for the upcoming semester/term.
- Students who were on academic probation prior to complete withdrawal must provide the reasons for having interrupted their studies.
- The Reactivation Request Form must be submitted to the Office of the Registrar or email it to registration@aus.edu one month prior to registration.

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| _____ Name | _____ Student ID | _____ CGPA |
| _____ Present Major (and concentration, if any) | _____ Class (e.g., freshman) | _____ Mobile No. (very important) |

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| I request to have my student record at AUS reactivated for the _____ semester/term. | |
| Student's Signature | _____ / _____ / _____ DD MM YYYY |

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| <u>Students who were on academic probation prior to withdrawal must complete this section:</u> | | |
| Reasons for interrupting studies: _____ _____ _____ _____ _____ _____ | | |
| Student's signature _____ | _____ / _____ / _____ DD MM YYYY | |
| Director of the Academic Support Center decision: | | |
| _____ Decision | _____ Signature | _____ / _____ / _____ DD MM YYYY |
| Student's Associate Dean decision: | | |
| _____ Decision | _____ Signature | _____ / _____ / _____ DD MM YYYY |

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| Office of the Registrar Signature | _____ / _____ / _____ DD MM YYYY |
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