

## REGISTRAR REACTIVATION REQUEST

**This form is for students who have been gone less than two years and are returning under the same program.**

Policy: Upon completion of a Leave of Absence form, students may be absent from the University for two years (four semesters and two summers) on an official Leave of Absence. Forms are available from academic advisors or the Registrar's Office. Students on Leave of Absence are eligible to return as continuing students and retain the right to follow the degree requirement from the catalog to which they are entitled when their leave began (\*catalog of record\*).

Students who leave the University for more than two years, attended another institution since leaving NDNU or have a change of program must apply for readmission through the Admission office. When the student returns, they will be under the current catalog definition of the program.

**Students with unauthorized leaves must submit this completed form with their registration to the Registrar's Office.**

Student Name \_\_\_\_\_ NDNU ID# \_\_\_\_\_

Major \_\_\_\_\_ Most Recent Semester of Record \_\_\_\_\_

\*Catalog of Record\* \_\_\_\_\_

\_\_\_\_\_ (semester/year returning)

- It is both appropriate and practical for this students to complete his/her requirements under his/her \*catalog of record\*.
- It is either inappropriate or impractical for this student to complete his/her requirements under his/her \*catalog of record\*.

Advisor Signature \_\_\_\_\_

Date \_\_\_\_\_