



EMORY

CANDLER  
SCHOOL OF  
THEOLOGY

**Application for Readmission**  
Office of the Registrar

**I AM APPLYING FOR READMISSION IN:**

- Fall \_\_\_\_\_
- Full-time
- Spring \_\_\_\_\_
- If part-time, number of hours \_\_\_\_\_
- Summer \_\_\_\_\_

**CANDLER PROGRAM:**

- MDiv
- MRL
- MRPL
- MTS
- ThM
- DMin
- ThD
- Special, non degree
- Special UM-BGTS

**PERSONAL DATA:**

EMPLID # SOCIAL SECURITY NUMBER

NAME (LAST, FIRST, MIDDLE) LAST ENROLLED AT CST (SEM., YEAR)

UNDER WHAT OTHER NAMES (S) MIGHT DOCUMENTS BE RECEIVED?

CURRENT MAILING ADDRESS (STREET, CITY, STAT, ZIP)

E-MAIL ADDRESS TELEPHONE (HOME) (WORK)

PERMANENT MAILING ADDRESS (STREET, CITY, STAT, ZIP)

DATE OF BIRTH (MONTH/DAY/YEAR) PLACE OF BIRTH (CITY, STATE, COUNTRY)

LEGAL RESIDENCE COUNTRY OF CITIZENSHIP

IF NOT A US CITIZEN, SPECIFY TYPE OF VISA IF PERMANENT RESIDENT, GIVE ALEIN REGISTRATION

**INSTITUTION(S) ENROLLED IN SINCE LEAVING CANDLER:**

INSTITUTION DATES ATTENDED

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Degree candidates must have official academic transcripts from these institutions.

STUDENT SIGNATURE DATE

**FOR OFFICE USE ONLY**

STUDENT ACCOUNT BALANCE/HOLD ADVISOR APPROVAL

MATRICULATION AND YEAR HOURS COMPLETED TOWARD DEGREE

ADMISSION PROBATION SPECIAL CONDITIONS

## **Application for Readmission Procedures and Deadlines**

A student who is not enrolled in consecutive fall/spring or spring/fall semesters must request readmission before registering for a subsequent term. The Application for Readmission Form, a supporting statement indicating reason for requesting return and plans for degree completion, and transcripts from any institutions attended since the last semester of enrollment at Candler should be submitted by appropriate deadlines.

The request for readmission form and supporting documents must be received by July 15 for enrollment in the fall semester, December 1 for the spring semester, and May 1 for the summer term. Written notification of a readmission decision for MDiv, MRL, MRPL, MTS, ThM and special students typically is sent within three weeks of the request becoming complete.

For ThD students, the written request for readmission must be received by April 1 for the fall semester and November 1 for the spring semester. ThD readmission may be granted by the Office of Admissions and Financial Aid with the recommendation of both the ATA ThD Committee and the primary adviser.

DMin students should consult policies in the DMin Handbook or contact the Director of the DMin program for information.

Students with unpaid balances or incomplete course work will not be considered for readmission. Readmission after withdrawal for medical reasons requires medical clearance by appropriate university health officials. Students requesting readmission should inquire about financial aid as far in advance as possible, preferably during the preceding semester.