



# Adult and Graduate Studies RE-ENTRY REQUEST

This form should be completed by any former Adult and Graduate Studies Student who wishes to resume coursework in the Adult and Graduate Studies Program.

PLEASE PRINT OR TYPE

Student ID# \_\_\_\_\_

Name: \_\_\_\_\_ Birth date \_\_\_\_\_

(If name was different at the time you attended please specify here \_\_\_\_\_)

Address: \_\_\_\_\_

Number and Street

City

State

Zip

Phone: (Hm) \_\_\_\_\_ (Wk) \_\_\_\_\_ (Cell) \_\_\_\_\_

E-mail: \_\_\_\_\_

Last date attended \_\_\_\_\_ Have you completed any courses since withdrawal from SWU? \_\_\_\_\_

**\* If yes, you will need to submit an official transcript before being considered for readmission**

College: \_\_\_\_\_

**I am requesting re-entry into the AGS program to complete the following degree (choose one):**

**CURRENT PROGRAMS:**

\_\_\_\_ Associate of Arts in General Studies (AA)

\_\_\_\_ Master of Business Administration (MBA)

\_\_\_\_ Bachelor of Science in Human Services (BSHS)

\_\_\_\_ Master of Business Administration w/Health Care (MBAHC)

\_\_\_\_ Bachelor of Science in Business Administration (BSBA)

\_\_\_\_ Master of Education in Classroom Leadership (MEd)\*\*

\_\_\_\_ Master of Science in Management & Leadership (MSML)

\_\_\_\_ Master of Education in Administration and Supervision (MAS)\*\*

**\*\*Because of practicum and internship requirements in the Master of Education programs you must include an updated copy of your teaching certificate and an updated employment verification signed by your principal.**

**RETIRED PROGRAMS – These are only available if you were previously enrolled in the degree completion core for this program and only if required courses are available for you to complete your degree requirements. These may not be available in all locations.**

\_\_\_\_ Bachelor of Science in Business Management (BSBM)

\_\_\_\_ Master of Science in Management (MSM)

All programs are offered both onsite and online with the exception of the BSHS, MAS, and MSM. Please indicate your preference:

\_\_\_\_ ONSITE (Choose location) \_\_\_\_ Greenville, \_\_\_\_ Central, \_\_\_\_ Columbia, \_\_\_\_ Charleston, \_\_\_\_ North Augusta

\_\_\_\_ ONLINE

Are you interested in applying for: Financial Aid? Yes\_\_\_\_ No\_\_\_\_ Veteran Benefits? Yes\_\_\_\_ No\_\_\_\_

**I understand that I will be subject to the curriculum, policies, and requirements currently in place for the program I am entering. I understand that after I receive notification that I am clear to continue with the re-entry process, I must work with the Academic Coordinator to develop a degree completion plan, and with the Student Accounts Office and/or the Financial Aid Office to make financial arrangements for re-entry. I understand that I cannot attend class until final clearance is received from the student accounts and/or financial aid offices.**

**The deadline for final financial and academic clearances is two weeks prior to the class start date.**

Signature \_\_\_\_\_

Date \_\_\_\_\_

Return to: Mail: SWU Academic Records, PO Box 1020, SWU Box 1905, Central, SC 29630  
Email: Scan and email to records@swu.edu  
Fax: (864) 644-5914