

## REQUEST FOR RE-ENTRY FOR A SECOND DEGREE

### PROCEDURAL GUIDELINES

- 1) This petition is for students who have completed a bachelor's degree at the University of Illinois at Urbana-Champaign and are seeking a second bachelor's degree in a program of student in the College of ACES.
- 2) If you wish to be considered for re-entry for a second degree you must meet the same admission requirements that are in place for off-campus transfer admission into the College of Agricultural, Consumer and Environmental Sciences and the major and concentration to which you are applying.
- 3) It is your responsibility to have this request reviewed and signed by the Departmental Advising Coordinator in the major and concentration to which you are applying prior to submission to the Office of Academic Programs.
- 4) Completed petitions should be submitted to the Office of Academic Programs, 128 Mumford Hall. A decision will be sent to the email address on this form within five to seven business days.

**Due to federal privacy laws (FERPA), the information in and status of your petition cannot be discussed with anyone other than you as the student without a signed release form.**

### DEADLINES

**July 31** for Fall Semester;  
**November 30** for Spring Semester;  
**April 30** for Summer Semester.

NAME \_\_\_\_\_ UIN \_\_\_\_\_  
(LAST) (FIRST) (M.I.)

ADDRESS \_\_\_\_\_  
(STREET) (CITY, STATE, ZIP)

PHONE NUMBER \_\_\_\_\_

E-MAIL ADDRESS \_\_\_\_\_

First degree was conferred from which University of Illinois College? \_\_\_\_\_

When was first degree was completed? \_\_\_\_\_

Major/concentration to which you are applying: \_\_\_\_\_

Semester applying for:  Spring 20\_\_\_\_  Summer 20\_\_\_\_  Fall 20\_\_\_\_

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE



**TO BE COMPLETED BY  
ACADEMIC PROGRAMS  
COLLEGE OF AGRICULTURAL, CONSUMER AND ENVIRONMENTAL SCIENCES**

**ACTION:**

1)  APPROVED RE-ENTRY FOR A SECOND DEGREE \_\_\_\_\_  
(MAJOR/CONCENTRATION (PROGRAM CODE REQUIRED))

Correspondence Sent (Copy attached)

STUDENT RECORD UPDATED (to include checking access to system, contacting Admissions, if necessary, and posting probation level, if required, etc.)

EXPECTED GRADUATION DATE \_\_\_\_\_  
SEMESTER YEAR

CONFIRMED TIME TICKET-SET \_\_\_\_\_  
DATE TIME

CHECKED RECORD FOR HOLDS

ACADEMIC STANDING SET \_\_\_\_\_  
CODE LEVEL

CORRESPONDENCE SENT TO STUDENT STATING CONDITIONS (Copy attached)

INFORMATION SENT TO DEPARTMENT FOR ADVISING FILE AND ADVISOR REQUEST

DENY, Correspondence Sent (Copy attached)

2)  ROUTED TO LOG FOR RECORDING DECISION AND ACCURATE FILING

---

DEAN'S SIGNATURE

---

DATE