TO: Lynch School Faculty

FROM: David Blustein
EPC Chair

DATE: November 2, 2010

RE: Lynch School Policy Statement for Readmission of Doctoral Students

The following motion was recommended to the Dean on October 27, 2010 by the full EPC and formally approved by the Dean on November 2, 2010. Please keep this notice with your records about LSOE policies, programs and procedures.

It is moved that Doctoral students who were discontinued due to time-to-degree limits, or otherwise fail to maintain continuous matriculation and allow their matriculation to lapse, may apply for reinstatement if they wish to re-enroll. Readmission to the Lynch School, and to candidacy, requires the submission of the Lynch School Doctoral Readmission Request Form. The Request Form is approved by the Associate Dean of Graduate Studies, in consultation with the appropriate Department Chair. If absence from the program is beyond the eight-year time limit allowed by the University for completing the doctoral degree, the student will be required to demonstrate currency in the field by taking a qualifying examination and/or additional course work, at the discretion of the doctoral program. Approval of Requests for Readmission is extremely rare, and by exception.