

# Virginia Military Institute

## APPLICATION FOR READMISSION

Readmission guidelines may be found at: <https://www.vmi.edu/academics/support/registrar/readmission/>

**QUESTIONS:** For questions regarding readmission please contact [Mrs. Heather Williams](#) with the Miller Academic Center at 540-464-7661.

### REQUIRED OF ALL APPLICANTS FOR READMISSION:

- Application for Readmission
- Physical Qualifications Statement
- Certificate of Understanding of the Physical Qualifications at VMI
- COMPLETED Course Approval for Transfer Credit Forms
- Official or Unofficial Transcript for all courses taken (for past courses completed)

### REQUIRED OF ALL APPLICANTS WHO HAVE BEEN AWAY FROM VMI TWO YEARS OR LONGER: (All forms listed above plus)

- History of Health & Physical Examination
- Report of Dental Exam
- Cadet Health Insurance Information
- Immunization Certificate

**NOTICE:** *Incomplete readmission applications will not be processed.*

Cadet Name: \_\_\_\_\_ Current Telephone: ( ) \_\_\_\_\_

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

Has your address changed since you were last at VMI? \_\_\_\_ Yes \_\_\_\_ No

State of Legal Residence while at VMI: \_\_\_\_\_ State of Legal Residence Currently: \_\_\_\_\_

**NOTE:** *Changes in State residency will require completion of the Application for Review of Residency and Tuition Status Form.*

Cadet's Email: \_\_\_\_\_

Class: \_\_\_\_\_ Matriculation Class: \_\_\_\_\_ Major: \_\_\_\_\_

Current GPA (if known): \_\_\_\_\_ Major GPA (if known): \_\_\_\_\_ Hours Completed: \_\_\_\_\_

Last year of enrollment at VMI: \_\_\_\_\_ Current Major/Curriculum: \_\_\_\_\_ # of Semesters Attended: \_\_\_\_\_

Advisor: \_\_\_\_\_

Date Entered VMI: \_\_\_\_\_ Date Left VMI: \_\_\_\_\_

Desired Term of Readmission (*deadlines strictly enforced*):

Fall \_\_\_\_\_ (*Deadline: June 1*) Spring \_\_\_\_\_ (*Deadline: November 1*)

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Have you ever been arrested or convicted of a felony or misdemeanor other than a minor traffic violation? \_\_\_\_ Yes \_\_\_\_ No

If yes, please explain and provide supporting documentation on incident (use reverse if needed):

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Have you attended another Institution since you left VMI? \_\_\_\_ Yes \_\_\_\_ No

If yes, where? \_\_\_\_\_

If yes, list in detail **ALL** courses completed or in progress, and attach your copy of the **completed and approved Transfer Credit Approval form and a transcript (official or unofficial)** documenting the grade of all courses for past terms attempted and completed. (Use reverse if necessary) Applications are **NOT** complete without appropriate approvals and documentation, and all documentation must be into the Registrar's Office by 1-June for fall readmissions, and 1-November for spring readmissions.

<u>Term</u>	<u>Course</u>	<u>Title</u>	<u>VMI Equiv.</u>	<u>Grade</u>	<u>Trans Sent?</u>	
					<u>Yes</u>	<u>No</u>
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
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_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

Are you currently in good academic and disciplinary standing at this institution?

If no, please explain:

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Are you/have you completed any community service or civic work (not associated with any course imposed community service) since you left VMI?

\_\_\_\_ Yes \_\_\_\_ No

If yes, please indicated type of service: \_\_\_\_\_

Please list the reasons why you left VMI:

\_\_\_\_ Administrative Leave of Absence

\_\_\_\_ Academic Suspension: Do you currently meet the readmission guidelines to return?

\_\_\_\_ Yes -- I currently meet the minimum GPA and hours requirement based on readmission standards.

\_\_\_\_ No, however, I am currently taking activity at \_\_\_\_\_ which will qualify me for return.

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**NOTE:** Academic plans must be outlined and approved, but do not need to be completed by the published deadline to submit a Readmission Application. (Academic plans will be reviewed by the Readmission Committee with the expectation that all courses must be successfully completed with a C or better to qualify for readmission.)

— *Disciplinary Suspension - From: \_\_\_\_\_ to \_\_\_\_\_*

*(Please state in detail below how you have met the requirements of your disciplinary suspension, and what civic, academic, community service or work-related activities you have undertaken since leaving VMI. All community service plans must be pre-approved by the Commandant's Office and cleared prior to readmission.)*

— *Medical Leave (Approved by Institute Physician)*

— *Resigned*

— *Other Reason: \_\_\_\_\_*

*Please give pertinent facts concerning your activities since leaving VMI such as schooling, employment, military services, etc. If you have completed a term at another school, all courses and grades need to be outlined and earned grades submitted on an official transcript. (NOTE: Readmission applications will NOT be processed without extensive statement of activities while away from VMI.)*

*State why you wish to return to VMI rather than continue your education elsewhere: (Use separate page if needed.)*

***I hereby request that my application to return to VMI be considered by the Readmission Committee. I understand that my full record will be considered in this review including academic, disciplinary, medical and demerit standing so that a determination can be made pertaining to eligibility and/or conditions of readmission. (NOTE: The disciplinary status of the cadet at the time of separation will be in effect at the time of readmission. All outstanding penalties will be in effect up on readmission.)***

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*Signature of Applicant*

*Date*

*Please return all readmission paperwork to:*

*Virginia Military Institute  
Attn: Mrs. Heather Williams  
Miller Academic Center  
202 Carroll Hall  
Lexington, VA 24450*