

Instructions for Readmission after Dismissal Requests to the Deans' Conference

1. Meet with a L&S College Adviser to review your request and prepare for a meeting with an Assistant Dean. Appointments can be scheduled by clicking on our YCBM link here: <https://ls-advising-appts.youcanbook.me>
2. After meeting with a L&S College Adviser, meet with an Assistant Dean to review your request. You may submit your documents prior to the meeting, but should be brought to the meeting. Assistant Dean appointments can be scheduled with a L&S College Adviser.
3. Requests are made in writing and addressed to the Deans' Conference. You will need to submit your documents in advance of the Assistant Dean's appointment directly to the Assistant Dean. Their email can be found in the bCal invite you received. All readmission documents must be submitted to ls petitions@berkeley.edu before the deadline date.
4. The deadline to submit an application for readmission after dismissal is June 1st for the following fall semester and November 1st for the following spring semester. It is strongly recommended that you submit your request well in advance of the deadlines in order to receive a Phase I registration appointment (e.g. meet with a dean and submit your request before April 1st for fall readmission and October 1st for spring readmission). During the readmission period (October-December, May-July), completed cases submitted by the deadline will be reviewed on a first come, first served basis.
5. The letter should be concise, to the point, and include all information relevant to your request. **It should not be longer than one page typed and single-spaced.** It must include the following:
 - Your name, SID, email address, telephone number, and signature;
 - The nature of your request (e.g. readmission after dismissal for spring 2021);
 - The following information (suggested limit of four sentences each):
 - Explanation of the circumstances that led to your dismissal;
 - Actions you have taken to address those challenges; and
 - Your plan for success upon readmission to Berkeley.
6. Review and include the "Readmission after Dismissal Checklist and Course Report Summary" on the second page of this document. Submit all documentation required on the checklist. Forms are available on lsadvising.berkeley.edu. The Deans' Conference will not consider incomplete packets.
7. For students who previously submitted two requests for readmission after dismissal: In order for the Deans' Conference to review your request, you must receive support from a L&S College Adviser during an advising appointment.
8. The Deans' Conference decision will be emailed to you by the week after the meeting at which your request is considered.

Readmission after Dismissal Checklist and Course Report Summary