Readmission after Disqualification Checklist

Instructions:

1. Collect the **"Items for Google Form Submission"** below before meeting with an L&S College Adviser. During the meeting, the L&S College Adviser will give you the Google Form to submit the items for your Readmission after Disqualification request.

2. If you completed your standard terms away for Readmission after Disqualification while on a reduced course load, please complete the [Reduced Course Load Request for Disqualified Students Form](#) prior to submitting your Readmission after Disqualification request.

3. Remove all registration holds (except for the "Academic Status Review" hold) by the readmission deadline.

4. Only complete requests submitted via the Google Form by the deadlines posted on the [Readmission after Disqualification webpage](#) will be reviewed by the Deans' Conference.

Items for Google Form Submission:

☐ [Undergraduate Application for Readmission form](#) with application fee (or appropriate EOP fee waiver).

☐ Your responses to the following **"Personal Statement Prompts"**. Be mindful of the character limits for each response. **Please note:** As Responsible Employees, our staff must report information related to sexual violence and sexual harassment. For more information: https://svsh.berkeley.edu/responsible-employee

- Concisely explain the circumstances that led to your disqualification. (1000 char limit)
- What actions have you taken to address the challenges related to the circumstances that led to your disqualification? (1200 char limit)
- Explain how viable your intended or declared major is. Be specific in your plans to succeed in your intended or declared major. Provide evidence that demonstrates your readiness to succeed in this major. (1200 char limit)
- In many cases, having a back-up major can make your readmission case stronger. Please state your back-up major, why you chose it, and be specific in your plans to succeed in that major. (1200 char limit)
- How do you handle both academic and non-academic stress? Please describe your strategies to navigate these stresses at UC Berkeley. (1200 char limit)
- How will you utilize academic and non-academic resources to succeed upon your return to UC Berkeley? Please be specific in naming which resources, outlining the steps you will take, and how they will support your success. (1200 char limit)

☐ [Course Report Summary form](#) with all courses taken since your disqualification from UC Berkeley.

☐ Unofficial transcripts for courses completed away from Berkeley. See https://ceu.berkeley.edu/transfercredit/submit-and-review-transcripts

☐ If declared, a completed [Program Plan Worksheet](#) (minimum 13 units each semester unless approved for a reduced course load), signed and dated from your Major Adviser no more than 4 months prior to submitting your request.

☐ If undeclared, a completed [Conditions to Declare a Major Form and Program Plan Worksheet](#) (minimum 13 units each semester unless approved for a reduced course load), signed and dated from your intended Major Adviser no more than 4 months prior to submitting your request.

☐ If applicable, [Confirmation of Final Grade form](#) for each course completed during the first standard term away (applicable when final grades are not yet posted on the unofficial transcript).

☐ If applicable, proof of enrolled courses for second standard term away if not already listed on unofficial transcripts (e.g. screenshot of course schedule).

☐ If applicable, [Change of College petition](#).

☐ Optional: Supporting documentation such as letters of support, [Assessment of Readiness to Return Form](#), verification of employment, etc.