

## READMISSION CHECKLIST

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- Call (845) 257-3100, provide your New Paltz ID number (N0XXXXXXXX) and ask if you have any “holds”. If so, your holds must be resolved before you can apply for readmission.
  - If you attended any colleges since leaving New Paltz, you must request a transcript be sent to the Office of Undergraduate Admission. Your application will not be reviewed until all transcripts are received.
  - Complete the [Application for Readmission \(PDF\)](#).
  - Sign and date the application.
  - Students currently enrolled in courses should supply each professor with a stamped post care with the Office of Undergraduate Admission’s address. Ask the professor to write your final grade on the card, sign it, and mail it. This is the fastest way for us to receive your final grades, especially if you are applying for the spring semester. No decision will be made without final grades. You are still responsible for sending an official, final transcript.
  - Enclose a \$50.00 (US) check or money order payable to “SUNY New Paltz.” Do not send cash. This application/processing fee is required of all applicants. It is not refundable and cannot be transferred to a subsequent semester. If you apply for a semester, and do not attend for any reason, you will have to reapply for another semester and submit another application fee.
  - Mail your completed application before the deadline, even if you do not have a transcript. Mail both to:  
**Readmission**  
Office of Undergraduate Admission  
100 Hawk Drive  
New Paltz, New York 12561-2499
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**You must respond to the following if this applies to you.** Please check if you have been:

Convicted of a felony

Dismissed or suspended from a college for disciplinary reasons, or have charges pending against you.

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**All applicants must answer the following questions on a separate sheet of paper.**

1. The reason I left New Paltz is...
  2. Since leaving New Paltz I have been...
  3. The reason I wish to return to New Paltz is...
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**All applicants must read and sign below**

I understand that this application cannot be processed if it is not completed according to the instructions and that any deliberate falsification or omission of data may result in denial of admission or formal dismissal from SUNY New Paltz. All information submitted is true to the best of my knowledge.

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

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*\* You must have a New Paltz cumulative grade point average (GPA) of 3.0 to declare any Education major.*

*\* You must have a New Paltz cumulative GPA of 2.75 to declare any Business major.*

*\* You must have a New Paltz cumulative GPA of 3.0 to declare the Communication Disorders major.*

*\* You must have a New Paltz cumulative GPA of 2.75 to declare any Art/Visual Art major and you must submit a portfolio. Contact the art department for details.*

*\* You must have a New Paltz cumulative GPA of 3.0 to declare Art Education and you must submit a portfolio. Contact the art department for details.*

*\* Music and Theatre Arts students must successfully participate in an audition/interview. Contact the music department or the theatre arts department for details.*