

**“CONTRACT FOR DEGREE” (UPON READMISSION AFTER EXTENDED LEAVE OF ABSENCE)**

A student who has not been enrolled in Wesley College for seven or more years must reapply through the Academic Affairs Office. Acceptance and contract conditions will be determined by the Department Chair of the intended degree program, the Director of Student Advisement, and the Vice President of Academic Affairs. A \$200 application fee is required.

An Extended Leave student must complete his/her degree program under the requirements of the catalog current in the year in which he/she is readmitted. All work must then be completed within a 24 month timeframe. Failure to complete all work will result in the cancellation of the contract. The Extended Leave student desiring to continue would be required to undertake a new application for Readmission and a new contract (following the newest catalog). Progress toward completion of the contract will be monitored by the Director of Student Advisement and the Registrar’s Office.

In the event that a student wishes to complete 12 or more credit hours of the degree requirements at another institution, he/she must have the courses approved by the Registrar’s Office. Official transcripts of all completed work must be received by the Wesley College Registrar’s Office prior to the Extended Leave student submitting a Petition to Graduate. Wesley College reserves the right to revoke this contract at anytime if an Extended Leave student is in violation of the conditions set forth here.

I am declaring a major in \_\_\_\_\_. I wish to be accepted into Wesley College’s Extended Leave Readmission program. I acknowledge that (1) I must follow exactly the contract plan for my degree program as outlined by the Wesley College Registrar; (2) I must make satisfactory academic progress and maintain a grade point average of 2.00 or greater; (3) I must complete all required course work within 24 months of signing this agreement; (4) I must have my class schedule approved by the Director of Advisement and register for classes each semester during my designated registration period; (5) If I change my major, my contract is voided. Other events based on my actions that may void the agreement include failure to complete all degree and program requirements, dropping or failing a course, withdrawing from the college, failing to pay fees, and/or disciplinary actions.

\_\_\_\_\_  
Student Name (Please Print)

\_\_\_\_\_  
Student ID number

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

\_\_\_\_\_  
Date

\_\_\_\_\_  
Department Chair

\_\_\_\_\_  
Director of Advisement

\_\_\_\_\_  
Vice President of Academic Affairs

\_\_\_\_\_  
Registrar

**Continuation of  
"CONTRACT FOR DEGREE" (UPON READMISSION AFTER EXTENDED LEAVE OF ABSENCE)**

Student Name \_\_\_\_\_ ID Number \_\_\_\_\_

Conditions:

Date of last attendance at Wesley College: \_\_\_\_\_

Current Catalog Year \_\_\_\_\_ Major \_\_\_\_\_

Readmission Date \_\_\_\_\_ Readmission Fee Paid Date \_\_\_\_\_

All work to be completed by Date (24 months) \_\_\_\_\_

G.P.A. when left Wesley \_\_\_\_\_ (If below 2.00, see line below)

*Number of classes required to raise G.P.A. to 2.0 or above (if achieve all A's)* \_\_\_\_\_

*Date by which G.P.A. must be above 2.0* \_\_\_\_\_

Planned Transfer Credits :

Name and Location of Institution \_\_\_\_\_

*Attach list of courses taken or planned, complete with course descriptions. For courses already taken, request official transcripts from all schools to be sent directly to the Wesley College Registrar's Office by this date \_\_\_\_\_.*

Planned Wesley College course sequence:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

