

# The University of Montana Western

## Application for Readmission

**INSTRUCTIONS:** Answer ALL questions on **both** sides of this form---failure to provide requested information may result in delays or denial of your request for readmission to Montana Western. Print legibly. Return completed form to: UMW Admissions Office, 710 South Atlantic, Dillon, MT 59725-3598. **Carefully review information on the reverse side of this form** - as to "Who should use this form" etc.

**Name** \_\_\_\_\_  
(Last Name) (First Name) (Middle/Maiden/Your Other Names) (UMW Student ID Number)

**Mailing Address** \_\_\_\_\_  
(Street Address or PO Box) (City) (State) (Zip Code) (County)

**Permanent/Parents Address** \_\_\_\_\_  
(Street Address or PO Box) (City) (State) (Zip Code) (County)

**Phone Numbers** \_\_\_\_\_  
(Local Phone Number) (Permanent Phone Number) (Cell Phone Number)

**Date of Birth** \_\_\_\_\_ **Email** \_\_\_\_\_  
(MM/DD/YY) (Email Address)

**When Do You Plan To Enroll** \_\_\_\_\_ Fall \_\_\_\_\_ Spring \_\_\_\_\_ Summer (Readmission is withdrawn if you fail to enroll according to plan)  
(Year) (Check a term)

**Please list the dates your previously attended Montana Western?** \_\_\_\_\_

**Admission Status** \_\_\_\_\_ Degree-seeking -- What degree? \_\_\_BS \_\_\_BA \_\_\_BAS \_\_\_AA \_\_\_AS \_\_\_AAS Major/Program \_\_\_\_\_  
 \_\_\_\_\_ Nondegree-seeking

**\*List ALL colleges/universities you've attended\* - i.e., provide a complete history of your postsecondary educational experiences, including Montana Western; give dates attended, degrees earned etc., below:**

<small>Name of Colleges/Universities Attended</small>	<small>Location</small>	<small>Dates Attended (from/to)</small>	<small>egrees Earned</small>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

\*You must provide official copies of transcripts from ALL colleges/universities attended other than the University of Montana Western.

1. Have you ever been convicted of a felony (including instances of deferred sentence)?  No  Yes
2. Have you ever been subjected to court-ordered confinement for threatening or causing physical or emotional injury to persons or to property?  No  Yes
3. Have you ever been disciplined, suspended from, or placed on probation at any educational institution for non-academic reasons?  No  Yes
4. Have you ever been required to register as a sexual or violent offender?  No  Yes

**If you answered "yes" to any of these questions, provide a written statement and attach to this application for EVERY such incident. Failure to do so will delay the processing of your application.**

I hereby certify that the information I provided on this form is, to the best of my knowledge, true and complete, without misrepresentation or evasion; I understand that if I provide false or misleading statements or information my application may be rejected or I may be dismissed from UM-W immediately.

If my Application for Readmission is approved, I agree to abide by all federal and state laws as well as the present and future rules and regulations both academic and non-academic, and the behavioral standards of UM-W as stated in university publications and policy and procedure manuals. I further acknowledge that if I fail to adhere to these regulations or meet these requirements my enrollment at the University of Montana Western may be canceled.

\_\_\_\_\_  
(Student Signature) (Date Signed)

**PLEASE READ THE INFORMATION ON THE BACK OF THIS FORM CAREFULLY AND ANSWER ALL QUESTIONS.**

**PLEASE ANSWER ALL QUESTIONS BELOW (failure to provide this information may delay processing of your application).**

**Citizenship** \_\_\_\_ US Citizen \_\_\_\_ Foreigner – Of what country are you a citizen? \_\_\_\_\_ Immigration Status? \_\_\_\_\_

**State Residency** \_\_\_\_ Nonresident (out-of-state) -- Of what state are you a resident? \_\_\_\_\_

\_\_\_\_ Montana Resident (if you claim Montana residency, you must answer the questions below)

- Do hold a valid Montana Drivers License? \_\_\_\_ No \_\_\_\_ Yes -- Expiration Date \_\_\_\_\_

- Are you registered to vote in Montana? \_\_\_\_ No \_\_\_\_ Yes -- Where? \_\_\_\_\_

- Is your car licensed in Montana? \_\_\_\_ No \_\_\_\_ Yes -- Date registered \_\_\_\_\_

- If you were NOT born in Montana, when did you move to Montana? \_\_\_\_\_

- Do your parents/legal guardians currently claim you as an income tax deduction? \_\_\_\_ No \_\_\_\_ Yes

- When did you last file a Montana State Income Tax return (year)? \_\_\_\_\_  Full year res.  Part year res.

- What is your current employment status? \_\_\_\_\_

- Where do you work? \_\_\_\_\_ State? \_\_\_\_\_

If you are married, where does your spouse work? \_\_\_\_\_ State? \_\_\_\_\_

**Gender\*** \_\_\_\_ Female \_\_\_\_ Male

**Ethnic/Racial Background\*** Please answer both questions regarding your ethnicity and racial heritage below.

Are you of Hispanic/Latino/Spanish origin? \_\_\_\_ Yes \_\_\_\_ No

What racial category best describes you? \_\_\_\_ American Indian/Alaskan Native -- Tribal Affiliation \_\_\_\_\_

\_\_\_\_ Asian/Oriental

\_\_\_\_ Black Non-Hispanic

\_\_\_\_ Hispanic (Spanish Surname)

\_\_\_\_ White

\_\_\_\_ Two or more races

\_\_\_\_ Unknown or unsure of racial heritage

\* Optional

**ADDITIONAL INFORMATION and INSTRUCTIONS**

**Filing category - "Who should complete this form?"**

1. Former/previous Montana Western students who have not attended classes at UMW for one year (12 months) or more, or,
2. Former/previous Montana Western students who attended another college/university since last enrolled at Montana Western, or,
3. Former/previous Montana Western students who were suspended from Montana Western for academic or disciplinary reasons (regardless of the length time elapsed since last enrolled at Montana Western - i.e. suspended students who seek readmission to UMW for the semester immediately following the suspension term must complete this form as part of the suspension-readmission process).

**In addition to completing this form, suspended students must attach a thoughtfully prepared 'education plan' that includes:**

**A. A detailed outline of the problems that may have caused academic problems in the past and the current status of those issues/hindrances;**

**B. A statement detailing how the student will improve his/her academic performance (if readmitted);**

**C. The petitioner's education and career goals and detailed plans for goal attainment.**

Some individuals in this category are required to submit statements detailing unusual or extenuating circumstances that may have contributed to their poor academic performance and provide documentation which verifies their claims (example: a statement from a physician if a medical emergency is cited as the cause); these documents should be reviewed and signed by student's advisor, the university counselor and personnel in the Advising Office. Refer to the Academic Probation, Suspension, Readmission Policy for more information.

\*\*Individuals whose only previous enrollment at Montana Western has been in School of Outreach courses and who have never formally applied for admission to Montana Western or students that have already been awarded a bachelor's degree at Montana Western should complete a Montana Western Application for Admission and submit all required application materials (and outlined in the current university catalog) to the UMW Admissions Office.

**Admission Status:**

Degree-Seeking - individuals who plan to complete requirements for an undergraduate degree (BS, BAS, BA, AA, AS, AAS).

Non-degree-Seeking - individuals who **do not** plan to complete requirements for a degree.

Application Fee - The undergraduate Admissions Application fee is a non-refundable one-time-only fee. Former/previous Montana Western students who formally applied for admission to Montana Western or any of the other units of the Montana University System and who paid the undergraduate application fee will not be required to pay this fee again.

**Readmission Application Deadline** – Completed UMW Readmission Application form and any/all additional readmission-related paperwork, should be submitted to the Admissions Office at least one month before the start of classes of the ("When do you plan to enroll") term indicated on the front of this form. Readmission applications will be accepted after this deadline, but registration is NOT guaranteed for the term requested and enrollment may be delayed or deferred to the next term depending upon the circumstances.