

# Returning After Withdrawal

Students previously enrolled at ITP or Sofia University who wish to resume studies are required to submit a Request for Readmission/Re-Entry Clearance Form to the Office of the Registrar registrar@sofia.edu before re-applying through the Sofia Admissions office. The request may take up to ten business days, as it must be approved by the Sofia Academic and Administrative Officers. All students are held to the admission regulations and requirements in effect at the time of their return. Additional requirements include the following:

- Upon return, students must provide transcripts from all colleges attended during their absence from the University.
- Readmission is not guaranteed. Readmitted students will be subject to the Catalog requirements in effect at the time of readmission, which may require students to complete additional courses to fulfill the current program requirements.
- Before a student is readmitted all financial obligations must be met unless clearance from the Financial Services Department clears for enrollment.