



جامعة نِزْوَى
University of Nizwa

**GUIDELINES FOR RE-ADMISSION OF GRADUATE
STUDENTS TO THE UNIVERSITY
AFTER SUSPENSION OF THEIR STUDIES**

Approved


2010

GUIDELINES FOR RE-ADMISSION OF GRADUATE STUDENTS AT THE UNIVERSITY AFTER SUSPENSION OF THEIR STUDIES

Active graduate students who suspended their studies for an academic semester or more with or without requesting official postponement shall have their academic status changed from Enrolled to Discontinued. A student who discontinued their studies for a period of **two (2)** semesters may be re-admitted in accordance with the following regulations:

1. A student who suspended their studies because of mitigating reasons such as:

- psychological and chronic illness
- an accident that hinders his/her attendance at the University
- escorted a guardian for treatment
- Difficulties with the law
- business or official trip outside or within the Sultanate
- health condition.

Financial challenges

The student should provide proper documentation or medical certificates for the cases mentioned above and their application for re-admission.

2. Applicants should have earned a cumulative GPA of 3.00 on a scale of 4.00 points when discontinued.
3. The concerned school /department shall assign courses that are to be repeated by a readmitted student. The student shall commit to repeating the courses.
4. Students who suspended their studies for **two (2) consecutive** semesters and have documented evidence supporting their suspension shall be readmitted to the same specialization after accrediting courses in which the student has a grade **B** or more. The courses in which student scored a **grade less than B** should be registered again.
5. For those students who suspended their studies for more than **three (3) consecutive** semesters are considered for re-admission as a fresher to the institution. All the new admission rules and conditions announced during that semester shall be applicable for re-admission. Their previous records shall be canceled irrespective of secured grade; no course evaluation shall be considered for the student. In all cases of re-admission, the student shall pay a registration fee as per the University norms.
6. All the new rules related to graduation that are amended during that admission semester shall apply to the students.
7. The exceptional period given to the students shall be enough to help the student for on-time graduation in their major.
8. Students who withdraw from the University shall be dealt with as discontinued student.

Cases in which Students' Re-admission is not Considered:

1. A student who discontinued their studies more than once will not be eligible for re-admission. Appeals from this decision will be evaluated by a standing committee formed by the Chancellor and their decision is final.
2. A student expelled under the UoN Code of Conduct or academic probation shall not be eligible for re-admission to any program.

Application Instruction for Re-admission:

Applicants seeking re-admission are required to apply for study with the previous University records shall follow the following steps:

1. Students shall submit re-admission to Deanship of Registration and Records before the beginning of the academic semester with the required supporting documents.
2. The application for re-admission shall be addressed by the concerned College Admission Committee to decide whether the application has to be accepted or rejected and get the approval from the concerned School/Department on the courses re-credited to the student on re-admission.
3. The Deanship of Registration and Records shall inform the student about the results of the request for re-admission.