

Student Records Office

Application for Re-Admission to Graduate Studies

Students, who have been removed from the register of students prior to obtaining degree at Jacobs University Bremen, may apply for re-admission.

Please attach the following documents to the application:

- **A statement** explaining your motivation for re-admission. If the student has left the university because of academic, disciplinary or health reasons, the motivation has to clearly indicate that the circumstances have changed. In such cases, please submit supporting documentation.
- **A detailed study plan** showing how you intend to complete the graduation requirements in the additional time.

The university reserves the right to request additional documentation (e.g., medical confirmations, financial plan, etc.)

The complete application must be filed by no later than March 15 (for the following Fall semester) or November 15 (for the following Spring semester). A Re-admission Committee will make the final decision. The decision will be communicated to the student by the Student Records Office in timely manner to her / his email.

Personal Information	
Matriculation N°	
Full Name	
Major / Field of	
Former Academic Advisor	
Email Address	
Student's signature	
I hereby request re-admission to graduate studies at Jacobs University Bremen. I have enclosed the complete application (incl. supporting documents).	
Date	Signature
Re-admission Committee's Decision (signed by the Dean)	
<input type="checkbox"/> Application for re-admission approved	<input type="checkbox"/> Application for re-admission denied
Date	Signature
For internal use only	
Receipt of application:	
Attendance List:	
Condition of Re-admission: (if any)	