

Registrar Services

Application for Readmission to Graduate Studies

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

Please attach the following documents to the application:

- **A statement** explaining your motivation for readmission to the university. If you have left Jacobs University because of academic, disciplinary or health reasons, the statement has to clearly indicate that the circumstances have changed. In such cases, please submit supporting documents.
- **A detailed study plan** for the missing graduation requirements, in any additional semester(s).

The university reserves the right to require additional documentation (e.g. medical confirmations, financial plan, or other).

The complete application must be handed in to Registrar Services by no later than April 15 (for the following Fall Semester) and by no later than November 15 (for the following Spring Semester). A Readmission Committee will make the final decision on the application. The committee reserves the right to invite further university members if deemed appropriate.

In case your readmission application had to be rejected you may submit an application to appeal the decision. Please refer to the website of Registrar Services for further details on that matter.

Personal Information	
Former Matriculation N°	
Family Name, First Name	
Major / Field of	
Former Academic Advisor	
Email Address	

Student's Signature	
I hereby request readmission to graduate studies at Jacobs University. I have enclosed all necessary documents.	
Date	Signature

For internal use only		Stamp confirming receipt of application
Date and time of the meeting		
Attendance List		
Decision by Readmission Committee		
Dean's Signature		