

## Information Regarding the Application for Readmission

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### You may use this application to return to the University if:

- you have not attended any other post-secondary institution since your last session at Trent (except if you have studied elsewhere on an approved *Letter of Permission* from Trent)

If you do not meet these criteria, you must apply for re-admission via the Ontario Universities Application Centre ([www.ouac.on.ca](http://www.ouac.on.ca)).

### Instructions for applicants:

1. Review the criteria listed above to ensure you are eligible for readmission.
2. International students (ie. applicants who are not Canadian citizens or Permanent Residents) must include a copy of a current study permit, and also complete a *Declaration of Fee Status* form, available from our office.
3. Complete and sign the attached form.
4. Mail, email or fax the completed form to the address below.

### Important notes:

- Your application will not be processed if you have an outstanding balance owing to the University.
- Once your application is approved and processed, you will receive a confirmation at the email address you provide on the form. After that, all communication will be sent to your Trent email address.
- Deadlines for submitting this application:
  - August 15<sup>th</sup> for fall applicants
  - December 15<sup>th</sup> for winter applicants
  - April 15<sup>th</sup> for summer applicants

Office of the Registrar  
Trent University  
1600 West Bank Drive  
Peterborough, Ontario K9J 7B8  
[registrar@trentu.ca](mailto:registrar@trentu.ca)  
fax: 705-748-1629

Need assistance or have questions? Call us at 705-748-1215



Office of the Registrar

# APPLICATION FOR READMISSION

Please review the eligibility requirements and procedures on the first page of this package before completing and submitting your application.

Full Name		Previous surname (if applicable)	
Date of Birth (yy/mm/dd)		Trent Student No.	
Current mailing address and city			Postal code
Phone No.		Email*	
<i>*The email address you provide will only be used to notify you about the status of your application for readmission. Once you have been reactivated, all official communication will be sent to your Trent email account.</i>			

In which session do you intend to return? (specify year) <input type="checkbox"/> Fall _____ <input type="checkbox"/> Winter _____ <input type="checkbox"/> Summer _____	What is your intended level of study? <input type="checkbox"/> Honours degree <input type="checkbox"/> General degree <input type="checkbox"/> Reactivate program to graduate <input type="checkbox"/> Letter of Permission <input type="checkbox"/> Other: _____	What is your intended major(s)?
Have you attended any other post-secondary institution since your last session at Trent University?		<input type="checkbox"/> YES <input type="checkbox"/> NO
Are you a Canadian citizen or a Permanent Resident?		<input type="checkbox"/> YES <input type="checkbox"/> NO
<i>If no, you must include a copy of your current study permit and complete a 'Declaration of Fee Status' form, available from our office.</i>		

I declare the above information is correct and complete, and acknowledge that: <ul style="list-style-type: none"> <li>o it is my responsibility to register myself in specific courses using MyAcademicRecord and to verify my registration status on a regular basis;</li> <li>o I may be required to provide documentation at some future date to substantiate information and that any misrepresentation of this data may result in the cancellation of my enrolment or registration status and is considered a breach of academic dishonesty;</li> <li>o it is my responsibility to familiarize myself with my degree requirements, academic and financial deadlines associated with course registration, and the regulations contained in the University Calendar.</li> </ul>	
Signature	Date

**Return completed forms to:** Trent University, Office of the Registrar  
 Fax: 705-748-1629  
 Email: registrar@trentu.ca

office use only	<input type="checkbox"/> academic record updated	<input type="checkbox"/> student notified	<input type="checkbox"/> Information Technology notified
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*The information on this form is collected under the authority of the Trent University Act, 1963, and is needed to reactivate your status as a student. The information will be used to track and monitor this process. If you have any questions about the collection, use or disclosure of this information by the University, please contact: the University Registrar, Blackburn Hall, by email [registrar@trentu.ca](mailto:registrar@trentu.ca) or by telephone 705-748-1215.*  
 201106BE