

This application is only for a student desiring to return to the degree program to which he or she was previously enrolled. Students who wish to enter a different degree program must complete the Master's Application for Admission.

## GUIDELINES & POLICIES

1. A student who has not completed a course at Western Seminary for three consecutive semesters (i.e. one full year) or more must submit this application before resuming his or her studies.
2. Completing this Returning Student Application and/or any other materials does not guarantee re-enrollment at Western Seminary. The student must demonstrate that she or he still meets the admission standards for the given degree program.
3. A student who returns within the statute of limitations for his or her program will be held accountable to the catalog requirements at the time of initial admission. However, if he or she has exceeded the statute of limitations, he or she will be held accountable to the catalog requirements at the time of re-enrollment. Please be aware that as of the 2013-2014 academic year, ATS determined that all credits applied towards degree requirements must be earned within ten years of the awarding of degree, including those accepted by transfer, waived by advanced standing or completed when you were previously enrolled. Please be aware that as a returning student, you are subject to your program's statute of limitations. If you are able to demonstrate currency in course material by academic petition and faculty assessment, you may be granted permission to extend program length up to ten years.

## NON-DEGREE STATUS STUDENTS

The following shall be submitted: 1) Returning Student Application

## MASTER OF ARTS, MASTER OF DIVINITY, GRADUATE STUDIES CERTIFICATE & DIPLOMA STUDENTS NOT ENROLLED FOR 3 SEMESTERS

The following shall be submitted: 1) Returning Student Application; 2) One Pastoral Reference

## MASTER OF ARTS, MASTER OF DIVINITY, GRADUATE STUDIES CERTIFICATE & DIPLOMA STUDENTS NOT ENROLLED FOR 4-5 SEMESTERS

The following shall be submitted: 1) Returning Student Application; 2) One Pastoral Reference; 3) One Personal Reference

## MASTER OF ARTS, MASTER OF DIVINITY, GRADUATE STUDIES CERTIFICATE & DIPLOMA STUDENTS NOT ENROLLED 6 OR MORE SEMESTERS

The following shall be submitted: 1) New Application for Admission; 2) Updated Admission Essays (see master's-level application); 3) One Pastoral Reference 4) Two Personal References; 5) Official transcripts for any courses completed since last enrolled at Western Seminary. Please note, for Master of Arts in Counseling or Master of Arts in Marital and Family Therapy students, there might be additional steps required of you as part of the readmission process.

## DOCTOR OF MINISTRY, DOCTOR OF INTERCULTURAL STUDIES, AND MASTER OF THEOLOGY STUDENTS

- Doctor of Ministry students contact the coordinator at 877.517.1800 or 503.517.1800, or [achristian@westernseminary.edu](mailto:achristian@westernseminary.edu)
- Doctor of Intercultural Studies students contact the coordinator at 877.517.1800 ext. 1904 or 503.517.1904, or [khedinger@westernseminary.edu](mailto:khedinger@westernseminary.edu)
- Master of Theology students contact the coordinator at 877.517.1800 ext. 1866 or 503.517.1866, or [tmiles@westernseminary.edu](mailto:tmiles@westernseminary.edu)

*Please note: You can find the above-mentioned reference forms on the Frequently Used Forms page. It is your responsibility to distribute these forms to your recommenders.*

