

SCHOOL OF ENVIRONMENTAL AND BIOLOGICAL SCIENCES

1. Criteria for Re-Enrollment

- Re-enrollment to the Rutgers School of Environmental and Biological Sciences will be based upon an evaluation of the applicant's academic performance by the school's Admissions and Scholastic Standing Committee. Re-enrollment applications must be received by the deadlines noted below.

2. Conditions

- Students must pursue a major offered by the School of Environmental and Biological Sciences. These majors are listed within the online application or can be accessed at sebs.rutgers.edu/academics
- Students who have been dismissed from a Rutgers school other than the School of Environmental and Biological Sciences for academic or disciplinary reasons should schedule a meeting with the school contact prior to applying.
- Students must adhere to all SEBS and Rutgers University-New Brunswick policies and procedures.
- Individuals applying for non-matriculated status can enroll on a full- or part-time basis in existing School of Environmental and Biological Sciences **undergraduate courses (on a space-available basis)**. Students may take up to 32 credits as a non-matriculating student. Grades earned as a non-matriculating student are not calculated in the GPA. Grades will be calculated into the GPA if a student later matriculates for a second degree.
- 30 of the last 42 degree credits must be completed at Rutgers University.
- Students who are admitted for re-enrollment who were previously enrolled in a school other than the School of Environmental and Biological Sciences will have all previously accepted transfer credits re-evaluated and adjusted in accordance with SEBS policies.
- If re-enrolled, any additional conditions/restrictions will be outlined in the notification message to re-enrolling students.
- Students are limited to submission of one school choice and application per semester.

3. Required Documents

- The University Registrar will automatically forward the applicant's Rutgers University academic transcript to the school upon submission of the online re-enrollment application.
- Applicants must submit official transcripts for any coursework (if applicable) completed prior to applying for re-enrollment. It is the student's responsibility to

make sure that all required documentation has been submitted prior to the application deadline.

4. School Contact

reenroll@sebs.rutgers.edu

Dean Julie Traxler
Office of Academic Programs
Martin Hall
88 Lipman Drive
New Brunswick, NJ 08901-8525
848-932-3000

5. Graduation Requirements

See <http://www.sebs.rutgers.edu/academics>

6. Application Deadline/Procedures and Notification Schedule

- Students interested in applying for re-enrollment to the Rutgers School of Environmental and Biological Sciences must submit the online re-enrollment application no later than **January 6 for the Spring semester** and **August 15 for the Fall** semester.
- Students are limited to one re-enrollment application submission each semester.
- Applicants will receive notification of their re-enrollment decision via email based upon the timeline as indicated under the Application Procedures and Timeline section of the re-enrollment application.

7. General Advising/Registration Information

- In the initial letter of re-enrollment, students will be notified of their academic adviser, class year and curriculum code. It is essential that students contact their adviser to discuss their academic program. Questions relating to academic policies and procedures can be directed to the Office of Academic Programs at 848-932-3000. Students should also access [Degree Navigator](#) for information relating to degree requirements.

8. School Enrollment

- By submitting an application, a re-enrolling student declares his/her intention to enroll at the School of Environmental and Biological Sciences. The dean's office will notify the University Registrar to record the student's school of registration as the School of Environmental and Biological Sciences (school code #11).

9. Withdrawal of Application

- Prior to a decision, an applicant may withdraw his/her application by visiting the status screen and clicking "Withdraw My Application."

10. Withdrawal After Approval for Re-Enrollment

- If a re-enrolling student is unable to enroll at the School of Environmental and Biological Sciences, he/she must notify the school contact **immediately** so that his/her school of registration may be modified accordingly.

11. University Housing

- Students may contact [Housing and Residence Life](#) at 848-445-0750 to inquire about housing opportunities at the school for the upcoming semester. Housing accommodations are assigned to re-enrolling students on a space-available basis and are not guaranteed.

12. Student Accounting/Financial Aid

- Students should contact [Student Accounting Services](#) or the [Office of Financial Aid](#) (if applicable) directly with questions regarding their term bill or financial aid.

13. Accommodation under ADA/Section 504

- Students who require an accommodation should inform the Office of Disability Services, Lucy Stone Hall, 54 Joyce Kilmer Avenue, Suite A145, Livingston Campus, Piscataway, NJ 08854-8045, at 848-445-6800 or dsoffice@echo.rutgers.edu.

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