

SCHOOL OF MANAGEMENT AND LABOR RELATIONS BACHELOR OF SCIENCE IN LABOR AND EMPLOYMENT RELATIONS (579)

1. Criteria for Re-Enrollment:

- Re-enrollment to the School of Management and Labor Relations (SMLR) will be based on an evaluation of the applicant's academic performance at Rutgers and at any other colleges/universities attended since they left Rutgers.
- Re-enrollment applications must be received by the published deadline.
- Only former students from any Rutgers school may apply for re-enrollment.
- Currently-enrolled Rutgers students may apply through the school-to-school transfer process.
- **Acceptance into SMLR requires you to pursue the major in Labor and Employment Relations.** If a student wants to major in Human Resource Management without double-majoring in Labor and Employment Relations, they should apply to the School of Arts and Sciences.

2. Conditions:

- Students must pursue SMLR's only undergraduate major offered via direct admission: Labor and Employment Relations. They may pursue a second major or minor from SMLR or another School at Rutgers with permission from that department/school.
- **There is no guarantee that former SMLR students will be able to transfer later to a different Rutgers school at Rutgers New Brunswick.** Typically, this is not possible because SMLR offers generous transfer policies to nontraditional students. Please accept this offer if and only if you are serious about graduating with the BS in Labor and Employment Relations from the School of Management and Labor Relations.
- Students who have been dismissed for academic or disciplinary reasons from a Rutgers school other than SMLR must schedule a meeting with the School's Administrative Contact.

3. Required Documents:

- The University Registrar will automatically forward the applicant's Rutgers University academic transcript to SMLR upon submission of the online re-enrollment application.
- Applicants must submit other official college transcripts (if applicable) to the school's administrative contact. It is the student's responsibility to do this by the application deadline.

4. School's Administrative Contact Information:

Ms. Talia Schank, SMLR Reenrollment Director & Advisor
Labor Education Center, Room 108
Cook/Douglass Campus
50 Labor Center Way
New Brunswick, NJ 08901
848-932-1749
Talia.schank@rutgers.edu

5. Graduation Requirements:

Re-enrolled students must adhere to all SMLR academic requirements, policies, and procedures existing at the time of re-enrollment.

6. General Advising/Registration Information:

After receiving the initial notice of re-enrollment, students should attend an Academic Planning and Advising session and/or contact the SMLR Reenrollment Director to discuss their academic program prior to course selection. They should also consult Degree Navigator to track their process toward degree requirements.

7. School Enrollment:

By submitting an application, a re-enrolling student declares his/her intention to enroll in SMLR. SMLR will ask the University Registrar to code the student's school of registration as SMLR, school code 37.

8. Withdrawal of Application:

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

9. Withdrawal after Approval of Re-enrollment:

The student must notify SMLR's administrative contact immediately so the student's school of registration can be modified accordingly.

10. University Housing:

Students may contact University Housing 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.

11. Student Accounting/Financial Aid:

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

12. Accommodation under ADA/Section 504

Students requiring accommodation should contact the Office of Disability Services, Lucy Stone Hall, Livingston Campus, 54 Joyce Kilmer Ave., Suite A145, Piscataway, NJ 08854-8045, 848-445-6800.