

EDWARD J. BLOUSTEIN SCHOOL OF PLANNING AND PUBLIC POLICY

UNDERGRADUATE PROGRAMS

1. Criteria for Re-Enrollment
 - o Re-enrollment in the Edward J. Bloustein School of Planning and Public Policy (EJB) will be based upon an evaluation of the applicant's academic performance by the EJB Admissions and Scholastic Standing Committee. Re-enrollment applications must be received by the published deadlines.

2. Conditions
 - o Students must pursue one of the following [majors](#): **Health Administration (501), Planning and Public Policy (762), Public Health (832), Public Policy (833) or Urban Planning and Design (971)** since these are the only undergraduate majors offered in this fashion by EJB. Students may pursue a second major or a minor program of study from another Rutgers school.
 - o Students who have been dismissed for academic or disciplinary reasons from a Rutgers school other than EJB should schedule a meeting with the school's administrative contact.
 - o [Nontraditional students](#) in good standing with a demonstrated interest in one of the programs offered and who are re-enrolling from any undergraduate school of Rutgers may use this application.
 - o Currently enrolled Rutgers students apply through the [school-to-school transfer](#) process.

3. Required Documents
 - o The University Registrar will automatically forward the applicant's Rutgers University academic transcript to EJB upon submission of the online re-enrollment application.
 - o Applicants must submit high school and prior official college transcripts (if applicable) to the school's administrative contact by the dates noted. It is the student's responsibility to make sure that all required documentation has been submitted prior to the application deadline.

4. School's Administrative Contact

Christina Torian
Associate Director of Undergraduate Student Services
Edward J. Bloustein School of Planning and Public Policy
33 Livingston Avenue, Room 192
New Brunswick, NJ 08901
848-932-2726
ejbtransfer@ejb.rutgers.edu

5. [Graduation Requirements](#)
 - o Re-enrolled students must adhere to all EJB academic policies/procedures.

6. General Advising/Registration Information

- After receiving the initial letter of re-enrollment, students will receive a follow-up email identifying their academic advisor with contact information. It is essential that students contact their advisor(s) to discuss their academic program prior to the start of the term. Answers to commonly asked advising questions, can be found [here](#). In addition, students should access [Degree Navigator](#) for information relating to degree requirements. If the student has a financial hold, it must be cleared before the student can register for classes.

7. School Enrollment

- By submitting an application, a re-enrolling student declares his/her intention to enroll at the Edward J. Bloustein School of Planning and Public Policy (EJB). The dean's office will notify the University Registrar to record the student's school of registration as the Edward J. Bloustein School of Planning and Public Policy (EJB) - school code 10.

8. Withdrawal of Application

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

9. Withdrawal After Approved for Re-Enrollment

- If a re-enrolling student is unable to enroll at the Edward J. Bloustein School of Planning and Public Policy (EJB), he/she must notify the school's administrative contact immediately so that his/her school of registration may be modified accordingly.

10. University Housing

- Students may contact [University Housing](#) to inquire about housing opportunities for the upcoming semester. Housing accommodations are assigned to re-enrolling students on a space-available basis.

11. Student Accounting/Financial Aid

- Students should contact [Student Accounting Financial Services](#) or the [Office of Financial Aid](#) (if applicable) 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.