

BOUCHER INSTITUTE POLICY

Policy Title: Re-Admissions Policy

Date of Initial Board Approval: August 26, 2014

Date of Last Approved Revision: February 10, 2017

Person(s) Responsible for Implementation & Adherence: Chair of the Admissions Committee

Related Procedure(s): Academic Standing Procedure; Application for Re-Admission Procedure

Related Policies: Admissions Policy; Academic Standing Policy; Criminal Records Check Policy; Immunization and Communicable Diseases Policy; Essential Skills and Abilities Policy

Students who voluntarily withdrew or were required to withdraw from the Doctor of Naturopathic Medicine program may apply for re-admission. Generally students may only reapply for the program once. Dismissed students may not reapply.

Re-admission in every case is at the discretion of the Admissions Committee, and students who have withdrawn from the program must compete for available space on an equal basis with all other applicants for admission. Students should submit all required re-admission documentation and fees at least three months before the date they wish to return. If program admission requirements have changed since the re-applicant initially matriculated (see Admissions Policy) the re-applicant must demonstrate satisfaction of those requirements prior to returning to the program. The only exception is if a student withdrew after successful completion of the whole of the Biomedicine program and is eligible for NPLEX I. In this case, additional science prerequisites would not be required.

Re-admission must occur within three years of the date of withdrawal in order to guarantee credit for previously completed courses. After three years, students re-admitted to the program may, at the discretion of the Admissions Committee, be required to demonstrate competence and/or retake courses at the current cost. Re-applicants must meet all the current requirements for graduation.

Students who withdrew prior to successfully completing the last term for which they were registered and who are accepted for re-admission must repeat, in their entirety, any courses not successfully completed at the current cost.

If re-admitted, students who withdrew while not in good standing will return on the same standing in which they left the program. Students who were required to withdraw and are re-admitted will return on final academic probation. A student who withdrew for health reasons is required to submit documentation from a licensed health care professional indicating the re-applicant is well enough to return to the program.