



Undergraduate Rematriculation Form

Undergraduate Students in the College of Arts & Sciences, College of Business, College of Engineering & Applied Science, School of Journalism, School of Marine & Atmospheric Sciences, and School of Health Professions - Health Sciences Senior Year

Student <u>Last</u> Name (Please Print)	Student <u>First</u> Name	Stony Brook ID (if unknown, provide SS#)		
Home Phone number with area code ()	Daytime (work) phone with area code ()	Student Major	College	
Home address including street number, city and zip code		<input type="checkbox"/> CAS <input type="checkbox"/> COB <input type="checkbox"/> CEAS	<input type="checkbox"/> SOJ <input type="checkbox"/> SOMAS <input type="checkbox"/> SHP	
Non-SBU E-mail Address		Last attendance at Stony Brook: Term and ↓ YEAR ↓ <input type="checkbox"/> Fall <input type="checkbox"/> Spring <input type="checkbox"/> Summer		

NOTE: Upon rematriculation, students will resume activity in the program and plan that was active before their absence from the University. If a student wishes to declare a different major than what was previously pursued, s/he must be accepted into the new major by submitting the appropriate form on SOLAR. Students wishing to declare a new major within CEAS should consult a CEAS advisor in the Engineering Building, room 231.

REQT - Please indicate the term the student will re-enroll at Stony Brook:

Term (choose one)	Year
<input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer <input type="checkbox"/> Fall	20 <input type="text"/> <input type="text"/>
Students who do not attend the semester in which they rematriculate are not eligible to enroll for future semesters. These students must follow the Rematriculation Process for the new semester in which they plan on attending. Rematriculation Form and \$50 Rematriculation fee is required.	

Are you currently Suspended or Dismissed?

Students who are currently Suspended or Dismissed, must also petition for a Reinstatement through their Academic Advising Office. Reinstatement must be approved and processed prior to submission of the Rematriculation form. (See page 2 for Academic Advising Office information)

Financial balance/collections must be resolved with Student Financial Services (Bursar) prior to submission of Rematriculation form.

I have received the Rematriculation Information Sheet and acknowledge that it is my responsibility to visit my academic advisor for advisement and to obtain information on graduation requirements, as well as reviewing, understanding, and abiding by the University's regulations, procedures, requirements, and deadlines as described in official publications.

Students Initials Required: _____

EGT - Please indicate the term the student expects to graduate from Stony Brook:

Term (choose one)	Year
<input type="checkbox"/> Winter <input type="checkbox"/> Spring <input type="checkbox"/> Summer <input type="checkbox"/> Fall	20 <input type="text"/> <input type="text"/>

Military Leave – Students rematriculating in the first fall/spring semester immediately following mandatory military service, may request an exception to follow requirements in effect at the time of their leave. To be eligible for such consideration, students must provide documentation demonstrating the start and end date of their service. For students requesting their prior matriculation degree requirement term, please include documentation.

SOLAR SYSTEM: Please indicate if you do not know your SOLAR Password and/or you would like to reset your password. Password reset can be done in person via Registrar's Office or by reporting a problem via <https://psns.cc.stonybrook.edu/psp/he90prods/?cmd=login>.

SOLAR PASSWORD RESET	
<input type="checkbox"/> In person at the Registrar's Office Window (password will be provided in person)	<input type="checkbox"/> Student Initials
<input type="checkbox"/> Online via Solar Trouble Ticket (password will be provided via e-mail)	

Student Signature (This form will NOT be processed without a signature)	Date
---	------

A NON-REFUNDABLE \$50.00 REMATRICULATION FEE WILL POST TO YOUR STUDENT ACCOUNT AT THE TIME OF PROCESSING THIS REQUEST

For Processing Email to the Registrar's Office: registrar_office@stonybrook.edu SUBMIT IN PERSON or Mail to: Registrar's Office Stony Brook Union, Suite 206 Stony Brook, NY 11794 -3221

Forms will be processed within 24-48 hours.

- For Registrar's Office use ONLY -

	STAFF INITIALS	DATE COMPLETED
1. Service Indicator (complete at counter)		
2. Reset Password (complete at counter)		
3. Rematriculation Processed		

REMATRICULATION INFORMATION

MEET WITH AN ACADEMIC ADVISOR!

After reading the attached information sheet, if you have any general academic advising-related questions, it is **essential** that you meet with an academic advisor. Please make an appointment as follows:

If you are in the **College of Arts & Sciences, College of Business, School of Communication and Journalism, or School of Marine & Atmospheric Sciences**, call the Academic & Transfer Advising Services at **(631) 632-7082, option 2**, advising@stonybrook.edu, to make an appointment.

If you are in the **College of Engineering & Applied Sciences**, call the Undergraduate Student Office at **(631) 632-8381** to make an appointment.

If you are a senior in the Health Science Major in the School of Health Professions, email traci.thompson@stonybrook.edu.

Undergraduate Students in the College of Arts & Sciences, College of Business, College of Engineering & Applied Sciences, School of Communication and Journalism, School of Marine & Atmospheric Sciences, and
School of Health Professions - Health Sciences Senior Year

Rematriculation Information for Students

Note: Students not in good academic standing must meet with their Academic Advisor before completing the Rematriculation Form. Please refer to the Academic Policies & Regulations under the “Academic Standing, Support, and Retention Section” of the Undergraduate Bulletin.

Welcome back to Stony Brook University! We are pleased you decided to continue working toward your undergraduate degree with us. To ensure a smooth transition back to the University and to keep on track for graduation, please follow the steps below:

1. **Complete the Rematriculation Form by the Deadline.** Students in colleges/schools noted above must complete the “Undergraduate Rematriculation Form” by the Rematriculation Deadline as published in the Undergraduate Academic Calendar at <http://stonybrook.edu/registrar/acadcal.htm>.

Military Leave – Students on documented military leave may retain their matriculation degree requirement term. For students requesting their prior matriculation degree requirement term, please include documentation.

2. **Submit Official Transcripts of all Transfer Coursework.** If you have taken any college-level coursework at another school during your leave of absence from Stony Brook, please hand deliver or send electronically the final official transcript(s) to:

Academic and Transfer Advising Services

Stony Brook Union, Suite 105

Stony Brook University

Stony Brook, NY 11794-3217

(631) 632-7082, option 2

Send E-transcripts to: transfer_office@stonybrook.edu

3. **Meet with an Academic Advisor.** If you need assistance navigating SOLAR (Stony Brook’s online registration system), selecting or registering for classes, deciding on a major, determining if you are eligible for academic renewal, or discussing other academic concerns, please make an appointment to see an advisor by stopping in or calling the:

Academic and Transfer Advising Services

Stony Brook Union, Suite 105

Stony Brook University

Stony Brook, NY 11794-3217

(631) 632-7082, option 2

Send E-transcripts to: transfer_office@stonybrook.edu

College of Engineering & Applied Science

231 Engineering

Stony Brook University

Stony Brook, NY 11794-2200

(631) 632-8381

4. **Meet with your Major Department Advisor.** If you need specific advising on course selection, sequencing, or transfer credit evaluation for major-related coursework you have completed at another school during your leave of absence from Stony Brook, contact the Undergraduate Program Directors for your major/minor department. A list of departmental advising contacts is available online at http://www.stonybrook.edu/commcms/advising/maj_min_adv.shtml

5. **Review your Degree Works Report.** Keep on top of your degree progress by regularly reviewing your Degree Works Report, available on the SOLAR System under the links “Student Records and Registration”, “Degree Progress/Graduation”. An academic advisor would be happy to walk you through the report if you have any questions.

Important Note: If you completed any coursework at Stony Brook **prior to 1991**, you need to have these courses evaluated toward fulfillment of the University’s DEC requirements (which began in 1991). If this applies to you, please contact the Academic and Transfer Advising Services, Stony Brook Union, Suite 105, (631) 632-7082 to meet with an advisor.

6. **Register for Classes.** After consulting with an academic advisor and a major department advisor, and reviewing your degree works report, register for classes. You can view your enrollment appointment time on SOLAR at www.stonybrook.edu/solarsystem. Login with your Stony Brook ID and password, click on “Enrollment” and then “Enrollment Dates.”
7. **Complete the Skill 4 Requirement for the DEC** if the majority of your credits have been earned prior to 1991, and are rematriculating, you will need to satisfy Skill 4- American History requirement (**Not required for CEAS Students**).
8. **Complete the DIV Objective.** DIV is required for 1) Freshmen who matriculate in Fall 2019 and after; 2) students who rematriculate in Fall 2019 and after; and 3) transfer students who matriculated in Spring 2020 and after.