



# Instructions: Reentry/Special Application

## Use the Reentry/Special Application if you:

- Previously attended UW-Stout as an undergraduate and have been out of classes for one semester or more (*excluding summer sessions*)
- Want to apply as a certification or non-degree candidate.

## Instructions:

1. Complete the application. Be sure to sign the form.
2. Mail or deliver the signed application to:  
Admissions Office  
212 Millennium Hall  
University of Wisconsin-Stout  
Menomonie, WI 54751-0790
3. Submit other required documentation as described at right.

## Missing Documentation:

Upon examination of your application, UW-Stout will let you know which items, if any, are needed to complete your application.

## Previous Special Students:

If you now wish to become a degree-seeking student, you will have to pay the \$44 application fee and submit all required transcripts to be considered for readmission.

## Second Degree or Certification Candidates:

Be sure to list a desired major or certification program in the space provided.

## High School Students:

If you wish to apply as a special, non-degree student while still in high school, please use the University of Wisconsin Application for Undergraduate Admission. Admission requirements for high school special students are listed in the UW-Stout Undergraduate Bulletin.

## Additional Requirements:

### Previous Degree Candidates must submit:

- Official transcripts for all work completed at other colleges or universities since you last attended UW-Stout.
- A list of courses in progress if you are currently enrolled at another college or university. Include department, course number, course title, and credit value for each course. (*A copy of your current student schedule will suffice.*)

### If you were academically dropped:

Include a letter of appeal indicating any possible extenuating circumstances that led to your dismissal, and/or explain why you feel you should be readmitted.



OFFICE OF ADMISSIONS  
212 Millennium Hall, UW-Stout, Menomonie, WI 54751  
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