



The School-Based Scholars Program:
NKU's Dual Enrollment Option
Application for Reinstatement

Students previously enrolled in the School-Based Scholars Program who earned a grade of C- or lower in a NKU class may apply for reinstatement one time after sitting out for one full semester. Students must meet all other admission requirements to be considered for reinstatement.

A reinstatement committee will meet three times a year to consider applications. Please submit application materials by the appropriate deadline as outlined below. Also, please note, submitting an application does NOT guarantee reinstatement. Students will be notified of the committee's decision as soon as possible following the applicable deadline. Note: A student may need to complete additional application paperwork before enrollment.

Reinstatement for: Fall - application deadline of July 1
Spring - application deadline of December 1
Summer - application deadline of April 1
*You are encouraged to apply early.

Please mail materials to: Northern Kentucky University
School-Based Scholars Program/ATTN: James Catchen
MEP 401/Nunn Drive
Highland Heights, KY 41099

Or Fax: (859) 572-1905

To be completed by the student:

Full Name LAST FIRST MIDDLE

Social Security Number - High School

Semester for Reinstatement: (circle one) Fall Spring Summer Year

I have enclosed:

- Updated transcripts with current GPA and ACT (PLAN not accepted for reinstatement) (Please note: we must have an updated ACT test result, as well as updated transcripts that include progress of current year courses with grades.)
Application for Reinstatement & Signature Page
Reinstatement Questionnaire, Essay, & Letter of Recommendation from High School Teacher/Counselor or SBS Professor

Signature Page

To be completed by the student and parent:

I understand that by applying for reinstatement, I agree to the following:

1. I meet all other entry requirements for the School-Based Scholars program.
2. I have completed the attached reinstatement questionnaire and will return it along with my essay, letter of recommendation, and all other application materials by the posted applicable deadline.
3. I understand that I may only apply for reinstatement **one time**.
4. I understand that future enrollment in the School-Based Scholars Program is contingent upon the expectation that I **WILL** meet or exceed the required grade of C or higher in each NKU class.
5. I understand that this application does **NOT** guarantee reinstatement.
6. I understand that the decision handed down by the committee will be deemed final.
7. I understand that entry into a class is subject to available seats and obtainment of applicable prerequisites.

The committee will make a decision for reinstatement based on the merits of your essay/letter of recommendation and consistent or improved ACT scores and consistent or improved high school course work.

Signature of Parent/Guardian

Date

Signature of Student

Date

To be completed by the school counselor AND principal:

My signature verifies that the above mentioned student is qualified and meets the requirements for reinstatement. It is my opinion that reinstatement at NKU will not interfere with the student's progress toward coursework required for high school graduation.

Signature of Counselor

Date

Signature of Principal

Date

For Official Use Only:

Accept:_____ Reject:_____

Today's Date:_____

Comments:

Committee Signatures: _____



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Reinstatement Questionnaire

To be completed by the student:

Student's Name: _____ Today's Date _____

Cumulative NKU GPA: _____

| 1. Please rate the following: | Always | Usually | Sometimes | Seldom | Never |
|---|---------------|----------------|------------------|---------------|--------------|
| Did you buy the assigned textbook(s)? | | | | | |
| Did you read the assigned materials before lecture? | | | | | |
| Did you read the assigned materials after lecture? | | | | | |
| Did you take notes in class? | | | | | |
| Did you review notes after taking them? | | | | | |
| Did you refer to the course syllabus? | | | | | |
| Did you attend class regularly? | | | | | |
| Did you participate in class discussion? | | | | | |
| Did you make contact with the faculty member during his/her office hours or before and after class? | | | | | |
| Did you take advantage of advice offered by your instructor? | | | | | |

2. Please attach a 500-word essay (maximum) **clearly** addressing the cause(s) of your academic difficulties and your plan for action to help raise your NKU GPA/grades.
3. Please include a letter of recommendation for re-entry into the program from a current high school teacher/counselor or from your previous SBS professor.

I certify that the information provided is complete and correct.

 Signature of Student

 Date