



Readmission to King's College Clearance Form

The completion of this form is required to finalize your readmission to King's College. Please fill out the top part of the form with your name, address, dates of attendance, and signature and then submit to the Dean of Students Office at any college or university that you will be transferring credits from.

Student's Name: _____

Home Address: _____

Date of Birth: _____

Dates of Attendance: _____

The Family Educational Rights and Privacy Act of 1974 guarantees confidentiality of the student's educational records. I understand that King's College is seeking to assess my candidacy for transfer to their institution by evaluating my disciplinary history and standing at my previous institution. As such, I authorize the Dean of Students to release all information as it pertains to my conduct and code of behavior.

Signature:

Date:

To be completed by the Dean of Students Office:

The above-named student has applied for readmission to King's College. Please complete this form and return it by mail to the Office of Student Affairs, King's College, 133 N. River Street, Wilkes-Barre, PA 18711. This form can also be emailed to studentaffairs@kings.edu. Thank you for your assistance.

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| 1. Has the student been suspended or dismissed from your institution? | ☐ Yes ☐ No |
| 2. Has the student been placed on disciplinary probation at your institution? | ☐ Yes ☐ No |
| 3. Has the student been subject to any student conduct disciplinary actions? | ☐ Yes ☐ No |
| 4. Is the student eligible to return to your institution? | ☐ Yes ☐ No |

If you answered yes to questions 1-3, or no to question 4, please provide additional information here. You may attach documentation if needed:

Please confirm the student's date of enrollment at your institution: _____ to _____

Name: _____

Date: _____

Title: _____

Institution: _____

Email: _____

Phone: _____

Dean of Students Signature: _____

Please return the completed form as detailed above. Any questions can be directed to (570) 208-5875.