

RUTGERS SCHOOL OF NURSING - CAMDEN

1. Criteria for Re-Enrollment

Any student previously enrolled at the Rutgers School of Nursing-Camden may apply for re-enrollment after a leave of *up to one year*. The application for re-enrollment must be received by the designated deadline.

2. Conditions for Re-Enrollment (former Rutgers School of Nursing-Camden students)

- Students are re-enrolled according to their class status, cumulative credits and previous academic standing at the time of last enrollment.
- Students must submit a letter that outlines the reasons why they should be given the opportunity to re-enroll with their re-enrollment application.
- Students *who were formerly at another school of Rutgers* will not need to submit a letter for re-enrollment to the school as it will be their first time entering the School of Nursing-Camden.
- Students must submit official transcripts of any college attended since last enrolled at the Rutgers School of Nursing-Camden prior to the application deadline.
- Re-enrolled students are subject to all academic policies of the Rutgers School of Nursing-Camden and graduation requirements for the class in which he or she will graduate.

3. Required Documents

- The University Registrar will automatically forward the applicant's Rutgers University academic transcript to the Rutgers School of Nursing-Camden after submission of the online application.
- **It is the applicant's responsibility to ensure that required documents are received by Rutgers School of Nursing-Camden prior to the application deadline.**

4. Graduation Requirements

- Students must successfully complete a minimum of 124 credits for the 4-year pre-licensure BSN program, and a minimum of 88 credits for the RN to BS program.
- Students must earn a minimum of 30 of their final credits at Rutgers University.
- Students are responsible for notifying the registrar concerning their expected date of graduation.

5. Application Deadline/Procedure and Notification Schedule

- Students interested in applying for re-enrollment to the Rutgers School of Nursing-Camden must submit the re-enrollment application for the fall semester online between February 1 and March 1. For the spring semester, the online re-enrollment application is open September 15 through January 1.
- Students will receive notification of re-enrollment to the fall semester via email on or before April 1; for the spring semester, January 7.

6. Orientation/Advising/Registration Information

- Upon re-enrollment, students should email Ms. [Mahirym Holguin](#), Administrative Coordinator, to set up an appointment with an Assistant Dean for advising.
- In order to be eligible for registration, students must reinstate their Rutgers NetID by contacting the [help desk](#).

7. Rutgers School of Nursing-Camden Enrollment

- By submitting an application, a student declares his/her intention to enroll at Rutgers School of Nursing-Camden. The Rutgers School of Nursing-Camden will assume that an application represents a serious decision made by the applicant after thorough consideration of the School's requirements and policies. The dean's office will notify the University Registrar of the student's registration in the Rutgers School of Nursing-Camden (school code 57).

8. Withdrawal of Application

- Prior to a decision, an applicant may withdraw his/her application by visiting the status screen and clicking on "Withdraw My Application."

9. Withdrawal after Admission

- If an admitted student is unable to enroll at the Rutgers School of Nursing-Camden, he/she must notify [Dr. Montalto](#) immediately (see "Rutgers School of Nursing-Camden Contact" below).

10. University Housing

- Students interested in housing accommodations at Rutgers University-Camden may contact the housing office at 856-225-6471 or visit their website at <http://housing.camden.rutgers.edu/> for additional information and the housing application.

11. Accommodation Under ADA/Section 504

- Students requiring accommodation should contact the Office of Disability Services at 856-225-6442 and speak with the Coordinator of Disability Services, Mr. [Tim Pure](#) (tpure@camden.rutgers.edu).

12. Financial Aid

- Students should contact the Office of Financial Aid at 856-225-6039 or visit <http://studentaid.rutgers.edu/>.

13. Rutgers School of Nursing-Camden Contact Information

For Advising:

- Dr. Karen Montalto, PhD, Assistant Dean I, Director, Office of Nursing Student Success. 856-225-6758, karen.montalto@camden.rutgers.edu

For Administrative Issues:

- Ms. Mahirym Holguin, Administrative Coordinator, Office of Nursing Student Success. 856-225-6281, mholguin@camden.rutgers.edu