



## Re-Admission Policy: Effective January 1, 2022

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Purpose: HFCN is committed to a policy of equal opportunity in every aspect of its relations with students. The purpose of this policy is to outline the reapplication process for prospective returning students.

- Former HFCN students who have been withdrawn from the college, and have an interest in reapplying, will submit a new application along with a letter of interest. Former students who have failed a prerequisite course may not reapply after they have been dismissed.
- Students will be required to address the following in the letter of interest . . .
  - 1) Dates of last attendance
  - 2) What contributed to leaving the program
  - 3) What actions have been put into place for the student to be successful moving forward if readmitted.
- The letter of interest and submitted transcripts, will be reviewed by the Admissions and Recruitment Committee.
- Students are limited to transferring a maximum of 12 credits collectively from an outside institution. Science credits must have been completed within a two-year period. Non-sciences are good for 5 years with a C+ or letter.
- Any conflict of interest will be acknowledged and addressed in advance of reviews.