

**School of Nursing  
University of Victoria  
PhD Program**

## **Process for Requesting Readmission Upon withdrawal from the PhD Program**

PhD students who have previously withdrawn from the University of Victoria, School of Nursing PhD program may be permitted, with the approval of the Associate Director, Graduate Education, the PhD Program Coordinator and the student's supervisor to request readmission to the Program.

Notification of a decision to request readmission to the School of Nursing should be forwarded directly to the Graduate Education Advisor. The Graduate Education Advisor will advise the Associate Director, Graduate Education, the PhD Program Coordinator, and the student's supervisor of the student's desire to be considered for readmission to the program.

If the readmission request is received within **one year** of the student's withdrawal from the PhD program, the readmission request will be reviewed by the PhD selections committee on an individual basis. The student will be required to provide the PhD Program Coordinator with the following documentation for consideration:

1. Letter of Intent<sup>1</sup>
2. Rationale for Readmission to the UVic School of Nursing PhD Program
3. Plan for Program completion to be designed with and signed by, the student's PhD supervisor.

If the period of withdrawal exceeds 12 months, the student's readmission request (consisting of the documents listed above) will be considered during the regular cycle of admitting students to the PhD program.

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<sup>1</sup> The letter of intent is in addition to that initially submitted for the original admission.