| Category | Undergraduate Admissions | Policy Number | ACA-ADM-104 | |
|---|---|---|---|---|
| Classification | Public | Version | 2.3 | |
| Responsible Office | Provost | Policy Owner | Associate Provost | |
| Date Approved | 11 March 2025 | Effective Date | 11 March 2025 | |
| Date Last Reviewed | 5 March 2025 | Due Date for Next Review | 11 March 2028 | |

**POLICY**
**Undergraduate Readmission to Zayed University**

1.  **Purpose**
    The purpose of this policy is to state the conditions by which former Zayed University students may be readmitted to the University, and to ensure that the process is carried out fairly and consistently.

2.  **Scope of Application**
    This policy applies to former Zayed University Academic Bridge Program and baccalaureate-level students who did not complete their courses of study at the University.

3.  **Definitions**

    | ABP | Academic Bridge Program |
    |---|---|
    | CGPA | Cumulative Grade Point Average |
    | Good Academic Standing | CGPA of 2.0, or equivalent for former ABP students |
    | GPA | Grade Point Average |
    | HEI | Higher Education Institution |
    | MOE | Ministry of Education |
    | Provost | Provost and Chief Academic Officer |
    | University | Zayed University |

4.  **Policy**
    Former Zayed University ("**University**") students may apply for readmission in accordance with the conditions stated in this policy.

    4.1 The University does not automatically readmit students.

    4.2 Readmission will only be considered if the student left the University in good academic standing without any disciplinary issues.

**4.3** An application for readmission must be submitted within the admission timeline for either a Fall or a Spring semester.

    **4.3.1** Readmission will not be considered for Summer School.

**4.4** Readmission will only be considered if there are places available in the degree program the student is applying for, with the understanding that the priority for admission will be given to new students.

**4.5** The student must meet the admission requirements for the degree program they wish to apply for in line with the current, approved admission requirements for new students.

**4.6** The relevant College Dean has the authority to either accept or reject an application for readmission.

**4.7** In order for a national student to be eligible to receive federal funding, an application for readmission must be filed within one (1) year of the last enrollment at the University (MOE Federal HEI Financing System 2022).

    **4.7.1** National students who exceed the one-year limit mentioned above (in 4.7) will be required to pay tuition fees at the rate of AED 2500 per credit hour.

    **4.7.2** Readmitted students under this category may receive a 50% discount on tuition fees if they obtain a Grade Point Average ("**GPA**") of 3.0 or higher.

## 5. Related Policies and Laws

- ACA-ADM-101 Undergraduate Admission to Zayed University
- MOE Federal HEI Financing System 2022

## 6. Administration

This policy is administered by the Admissions team, Registrar's Office.

## 7. Revision History

| Date | Revision | Ver. |
|---|---|---|
| 11 March 2025 | Approved by the Provost. | 2.3 |
| 5 March 2025 | Endorsed by the Deans' Council. | |
| 25 February 2025 | Non-substantive updates:<br>• Updated for greater clarity.<br>• Included reference to the MOE Federal HEI Financing System. | |
| 3 February 2025 | Updated the document format. | |
| 29 October 2024 | Reviewed with no substantive changes required.<br>Approved by the Provost. | 2.2 |
| 19 January 2023 | Administrative change:<br>• Updated the information header and policy numbers to be in line with the new format.<br>• Updated the policy number from ACA-REG-09 to ACA-ADM-104. | |
| 24 September 2020 | Reviewed with no substantive changes required. | 2.1 |

| | Approved by the Provost. | |
| --- | --- | --- |
| 12 October 2017 | Revised version approved by the University Council. | 2.0 |
| 27 March 2012 | New policy approved (previously in UG Admissions policy). | 1.0 |