

## Returning after non-suspension leave (domestic students)

### Actions (in order)

- ❑ 1.) Submit transcript(s) for any transfer work completed. (See [Office of the Registrar](#))
  - Timing: As soon as possible, and at least 14 days before the start of the semester
- ❑ 2.) Submit [Special Student Application](#).
  - Timing: As soon as transcript has been received, and at least 14 days before the start of the semester
- ❑ 3.) Contact advisor. ([Contact ITS](#) if you can't access [Arches](#) within a week of submitting *Special Student Application*)
  - Timing: As soon as possible after [Arches](#) access is restored.
- ❑ 4.) Register for courses (See [Academic Calendar](#))
  - Timing: During Open Registration.
- ❑ 5.) Attend classes (See [Registration, Enrollment, & Attendance Policy](#))
  - Timing: Start of semester. All students must be enrolled and attending by day 2 of the semester.