

# American University in Bulgaria

## Application for Readmission

### INSTRUCTIONS

#### Important Information Regarding Your Application

We appreciate your interest in returning to the American University in Bulgaria. The application process for readmission is relatively simple, but it is important to read these instructions carefully and to submit all required documents by the deadline with the completed form. A decision regarding readmission is based on an evaluation of the information provided. All applications for readmission must include the following:

- A completed readmission form
- A personal statement concerning readmission
- Official educational records if you have attended any school since last enrolled at AUBG
- At least one recommendation from someone (employer, teacher) who can comment on your activities since you were last enrolled
- A non-refundable \$25 application fee
- If you plan to seek financial assistance to attend AUBG, please be sure to complete the Financial Aid Form. Financial aid is available only to full-time, degree-seeking students.

#### Application Deadlines

Applicants for readmission are urged to submit their application no later than June 1 for the fall semester and November 1 for the spring.

#### Application Fee

A non-refundable \$25 application fee must be submitted with the completed application. Please attach a check, money order, or receipt for a bank transfer payable to AUBG to your application. A direct deposit to the AUBG account should go to

Bank:	Raiffeisenbank, EAD
Bank Address:	47 T. Alexandrov st., Blagoevgrad, 2700, Bulgaria
IBAN for payments in USD:	BG49 RZBB 9155 1187 0037 10
IBAN for payments in BGN:	BG37 RZBB 9155 1087 0037 16
BIC/SWIFT:	RZBBBGSF
Beneficiary:	American University in Bulgaria
Beneficiary's address:	Blagoevgrad, 1 G. Izmirliiev Sq.
Remittance info:	Your Full Name and AUBG student ID

#### Application Statement

In one or two pages, please describe what you have been doing since you were last enrolled at AUBG and why you believe this is the appropriate time for your return. If you left AUBG because you were academically suspended, please be sure to include information about any steps you have taken that will insure an improved academic performance when you return. You may attach any supporting documentation to strengthen your case, including letters of recommendation.

#### Educational Records

All academic records must be original documents or certified copies, and if they are not in English, must have a certified English translation accompanying them. Those records must list the subjects taken, the grades earned or examination results in each subject, and certificates or diplomas awarded. Fax copies and uncertified photocopies are not acceptable as official documents.

The American University in Bulgaria is committed to a policy of non-discrimination and equal opportunity in all of its endeavors and affirms a commitment to diversity in both its employees and its student body.

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# Application Form for Readmission To The American University in Bulgaria

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## Instructions

Please read and follow all directions carefully and complete all questions. Return this form with a non-refundable \$25 application fee, transcripts (if relevant), your statement and any supporting documentation to: **Admissions Office, American University in Bulgaria, Blagoevgrad 2700, Bulgaria.**

Print your legal name in full as it appears on your passport:

Last name \_\_\_\_\_  
First name \_\_\_\_\_  
Middle name \_\_\_\_\_

Sex:  Male  Female Date of birth: \_\_\_\_/\_\_\_\_/\_\_\_\_ Place of birth: \_\_\_\_\_  
mm / dd / year

When do you wish to return to AUBG?

Spring 2016  Spring 2017  
 Fall 2016  Fall 2017

When were you last enrolled at AUBG?

Fall  Spring  Summer Year \_\_\_\_\_

Under what name were you enrolled?

Last name \_\_\_\_\_  
First name \_\_\_\_\_  
Middle name \_\_\_\_\_

What was your student ID #? \_\_\_\_\_  I don't remember

When you left the American University in Bulgaria,

you were in good academic standing  yes  no  
you were in good standing in terms of discipline  yes  no

Major interest at the American University in Bulgaria

First Choice:

- Business Administration
- Computer Science
- Economics
- European Studies
- History and Civilizations
- Information Systems
- Journalism and Mass Communication
- Mathematics
- Political Science and International Relations

Second choice:

- Business Administration
- Computer Science
- Economics
- European Studies
- History and Civilizations
- Information Systems
- Journalism and Mass Communication
- Literature (Secondary Major)\*
- Mathematics
- Political Science and International Relations
- Self-designed major (Secondary Major)\*

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\* Secondary majors are those that are accredited in the United States and result in an American diploma only

Home mailing address:

What is your country of citizenship? \_\_\_\_\_

Name and address of parent, guardian, or other person to be notified in case of emergency:

Last name: \_\_\_\_\_

First name: \_\_\_\_\_

Street: \_\_\_\_\_

City: \_\_\_\_\_

Country: \_\_\_\_\_

Postal code: \_\_\_\_\_

Business phone: \_\_\_\_\_

Home phone: \_\_\_\_\_

Relationship to you: \_\_\_\_\_

Please list any colleges or universities you have attended since you were last at AUBG and attach your transcript:

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Enclosed is proof of payment of the application fee. I understand that this fee is non-refundable. I certify that all information on this application is complete, factual, accurate, and honestly presented. I understand that my readmission may be canceled if this information is found to be false or if anything has been intentionally omitted. If I accepted to return to AUBG, I agree to familiarize myself with the rules and regulations of the university and abide by them.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

## APPLICANT STATEMENT

In one or two pages, please describe what you have been doing since you were last enrolled at AUBG and why you believe this is the appropriate time for your return. If you left AUBG because you were academically suspended, please be sure to include information about any steps you have taken that will insure an improved academic performance when you return. You may attach any supporting documentation to strengthen your case, including letters of recommendation.

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