

# AMDA

## College of the Performing Arts

NEW YORK CITY • LOS ANGELES

### AMDA READMISSION APPLICATION

This application is designed for students who have a status of withdrawal and interested in applying for readmission to AMDA . Please carefully review information listed below to start the readmission process.

To apply for readmission to AMDA, students must submit the application including all required accompanying documentation no later than one month prior to the semester's start date. Semester dates are listed on the AMDA website under Calendar. Applications received after the deadline will be reviewed for the consecutive semester.

**Please send your application to the campus of interest:**

#### AMDA New York

Attn: New York Campus Registrar's Office  
Email: [nyregistrar@amda.edu](mailto:nyregistrar@amda.edu)  
211 West 61st Street  
New York, NY 10023  
Phone: 212.957.3318 or 800.367.7908

#### AMDA Los Angeles

Attn: Los Angeles campus Registrar's Office  
Email: [cmoj@amda.edu](mailto:cmoj@amda.edu)  
6305 Yucca St, Los Angeles, CA 90028  
Phone: 323.603.5900 or 800.367.7908  
Fax: 323.469.3350

Complete the enclosed "Application for Readmission" and submit to the attention of the campus of interest as listed above. Please include the following with the application's submission (when submitting separate documents, please ensure to include your name, date and signature on the document). There may be instances when a student's record will require additional information be submitted to support the readmission application.

- **Personal Statement:** As requested in the Application (pg2), please include a thorough personal statement letter by addressing the questions as listed.
- **Official Transcripts** for any/all other colleges attended during your time away from AMDA: Students applying to readmit into the AOS, BFA or MA programs and have completed General Education courses at other colleges since their departure will need to provide official transcripts from all attended institutions for General Education courses transfer evaluation. Official transcripts are to be sent to the AMDA Records Dept. at [docs@amda.edu](mailto:docs@amda.edu).
- **Performance Resume** - If applicable, include a professional resume if any performance work experience/life experience is requested to be evaluated toward degree performance immersion credits. The work experience should reflect experience completed in the Performing Arts industry, see Performance/Experiential Credit section in the AMDA Catalog for a detailed outline of portfolio submission.
- **Audition/Assessment Tape** [if requested by AMDA] - Students may be required to re-audition and/or repeat courses/terms for their program of choice.
- **Medical clearance documentation** [if applicable] Students who withdrew because of medical/mental health reasons must provide a clearance statement from a healthcare professional. Statement of health must include a confirmation student is able to fully re-engage in AMDA's rigorous curriculum and return to normal activity without physical and/or other restrictions.

Upon receipt of the full application, the academic evaluation begins. The Registrar's Office will then follow up with a full detailed outline reflecting program completion requirements in order to earn the degree (LA campus) or certificate of completion [NY campus]. Incomplete or missing information may delay the readmission process as all documents are required for the initial review and follow-up.

Students must continue to pursue contact with each department (see below) to acquire "Final Clearance" status. Upon final clearance the student will receive an "Approval Letter" for readmission. Students attending the LA campus will also be required to complete the *Enrollment Agreement* and *Fact Sheet* official documents.

AMDA reserves the right to make changes to curriculum, requirements, and procedures. Readmitted students must comply with the new and/or revised curriculum, guidelines, policies & AMDA Catalog.

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### **DEPARTMENTAL CONTACT INFORMATION:**

#### **STUDENT ACCOUNTS**

Students with prior or unresolved account balances will need to clear their prior balances before the Readmission Application is evaluated.

Students who have prior balances, billing questions, or payment agreement requests, please contact:

- NY Campus: Debra Mack, [dmack@amda.edu](mailto:dmack@amda.edu), 212.787.5300, ext. 3332
- LA Campus: Kathie Sotiropoulos, [ksotiropoulos@amda.edu](mailto:ksotiropoulos@amda.edu), 323.603.5900 ext. 5918

#### **FINANCIAL AID**

- NY Campus: Mark Ruggiero, [mruggiero@amda.edu](mailto:mruggiero@amda.edu) or [nyfinaid@amda.edu](mailto:nyfinaid@amda.edu), 212.787.5300, ext. 3334
- LA Campus: Sheena Alegre, [salegre@amda.edu](mailto:salegre@amda.edu) or [lafinaid@amda.edu](mailto:lafinaid@amda.edu), 323.603.5900, ext. 5972

#### **STUDENT HOUSING**

- NY Campus: Tarah Blasi Watson, Housing Department, [nyhousing@amda.edu](mailto:nyhousing@amda.edu), 212-957-3389
- LA Campus: Rashad Small, Housing Department, [lahousing@amda.edu](mailto:lahousing@amda.edu), 323-603-5962

#### **INTERNATIONAL STUDENT ADVISOR**

NY and LA Campus: Leslie Cummings, [InternationalNY@amda.edu](mailto:InternationalNY@amda.edu), 646.830.1162

We look forward to receiving your application.

## APPLICATION FOR READMISSION

**Requested readmission term:**

☐ Fall ☐ Spring ☐ Summer Year: 20\_\_\_\_

**Please check the semester level:**

☐ 1st ☐ 2nd ☐ 3rd ☐ 4th ☐ 5th ☐ 6th ☐ 7th ☐ 8th

**Expected readmission program and campus:**

**Campus:** ☐ New York ☐ Los Angeles

**Please select the program of interest:**

#### **Conservatory (NY Campus)**

- ☐ Studio (Acting for Stage, Film and Television)
- ☐ Integrated (Acting, Musical Theatre, Dance)
- ☐ Dance Theatre (Concert, Theatrical and Commercial Dance)

#### **Associate of Occupational Studies Degree (LA Campus)**

- ☐ AOS Degree: Acting
- ☐ AOS Degree: Musical Theatre
- ☐ AOS Degree: Dance Theatre

#### **Bachelor of Fine Arts Degree (LA Campus)**

- ☐ BFA Degree: Acting
- ☐ BFA Degree: Music Theatre
- ☐ BFA Degree: Dance Theatre
- ☐ BFA Degree: Acting Performing Arts & Content Creation
- ☐ BFA Degree: Dance Theatre Performing Arts & Content Creation
- ☐ BFA Degree: Music Theatre Performing Arts & Content Creation

#### **Master of Arts Degree (LA Campus)**

- ☐ Master of Arts: Theatre Arts

#### **Master of Fine Arts Degree (LA Campus)**

- ☐ Master of Fine Arts: Theatre Arts

**Please Note:** Students who repeat a term are ineligible for their AMDA institutional aid for the repeated term if this aid was fully utilized for the term for which they withdrew. Students are eligible for any portion of their AMDA institutional aid that was not utilized or was returned after their withdrawal. Please contact the Financial Aid department if there are any questions.

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### PERSONAL INFORMATION

Name (Legal)

LAST NAME FIRST NAME MIDDLE INITIAL

Social Security #

Mailing Address

FOR US CITIZENS FILING FAFSA

STREET OR P.O. BOX

CITY STATE ZIP COUNTRY

Personal Email Address

PERSONAL EMAIL ADDRESS

Home Phone

Cell Phone

HOME PHONE: COUNTRY CODE (###) ### #####

CELL PHONE: COUNTRY CODE (###) ### #####

### INTERNATIONAL STUDENTS

Are you an international student? ☐ Yes ☐ No

Do you have a valid I-20? ☐ Yes ☐ No

Are you currently an F-1 student? ☐ Yes ☐ No

Do you have a valid student visa? ☐ Yes ☐ No

It is advisable for students to contact the AMDA International Student Advisor [for the particular campus requested] for information, guidance and activation of the immigration status.

### VETERAN'S BENEFITS STUDENTS

Do you intend to apply for veterans benefits? ☐ Yes ☐ No

### PREVIOUS ENROLLMENT AT AMDA:

Start Date: MM/DD/YY End Date: MM/DD/YY

Reason for leaving AMDA:

\*IF STUDENT HAD A MEDICAL WITHDRAWAL, PLEASE PROVIDE PROOF OF MEDICAL DOCUMENTATION OF CLEARANCE

Please summarize all activities and/or accomplishments (i.e. community theatre, classes, work) since student's enrollment at AMDA:


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### OTHER EDUCATION

List below any colleges or other schools attended since leaving AMDA:

NAME OF SCHOOL	LOCATION (CITY, STATE)	DATES ATTENDED (MM/DD/YY TO MM/DD/YY)
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**Students who attended other higher education institutions will need to forward their official transcripts to AMDA, Attention: Education Department.**

Did you receive financial aid at these institutions? ☐ Yes ☐ No

If yes, what type of financial aid did you receive?

FINANCIAL AID

Did you receive Federal Student Loans there? ☐ Yes ☐ No

If yes, what type of financial aid did you receive?

- ☐ Currently in repayment  
☐ In grace period (no payments made yet)  
☐ Paid in full  
☐ Defaulted

### HOUSING

If readmitted would you be interested in applying for on-campus housing? ☐ Yes ☐ No

### STATEMENT LETTER

Include your name, program and the date in the title of your statement:

Please attach a letter stating:

1. Why did the student leave AMDA?
2. What has the student been doing since leaving AMDA?
3. Why does the student feel they are ready to return to the program?

### STATEMENT OF UNDERSTANDING

I understand that this application cannot be processed if it has not been completed and that all information submitted is true to the best of my knowledge. Any deliberate falsification or omission of application data may result in the denial of readmission. Further, I understand that submitting a completed and factual application does not guarantee my acceptance for readmission.

APPLICANT SIGNATURE

DATE

### FOR OFFICE USE ONLY

Departmental Clearance:

Education Dept. ☐ Yes ☐ No

Financial Aid Dept. ☐ Yes ☐ No

Bursar ☐ Yes ☐ No

Student Affairs. ☐ Yes ☐ No

Initials	Date	Comments