If you attended IU South Bend in the past as a non-degree or degree-seeking student, and you want to return after having time off or attending elsewhere, you are considered a **Returning Student**. WELCOME BACK!!

Started at another IU Campus?

If you attended another IU campus, you should seek an intercampus transfer. Intercampus transfers are processed through the Office of the Registrar. Please direct questions to 574-520-4451 or see:
https://www.iusb.edu/registrar/permanent.php.

IU SOUTH BEND NON-DEGREE STUDENTS

- Former non-degree students who would like to continue as non-degree students should speak with the Registrar about term activation for the semester in which you would like to enroll.
- If you were a non-degree student earlier, but you would like to become a degree-seeking student, please submit a degree-seeking application. The application fee can be waived if you paid a fee for the earlier non-degree application.

IU SOUTH BEND DEGREE-SEEKING STUDENTS

If you earned a Bachelor degree since leaving IU South Bend, please make a new application to enter a second Bachelor's degree.

If you are pursuing a Bachelor degree in Health Sciences (Nursing, Health Promotions, or Dental Hygiene) and have completed an Associate degree since leaving IU South Bend, please make a new application to return.

Degree-seeking students who would like to resume study at IU South Bend, please review the following steps:

1) You must begin by contacting the school or college in which you would like to resume study or to which you would like to shift.

Judd Leighton School of Business	(574) 520-4323
School of Education	(574) 520-4845
Ernestine M. Raclin School of the Arts	(574) 520-4134
College of Health Sciences	(574) 520-4571
School of Social Work	(574) 520-4822
College of Liberal Arts and Sciences	(574) 520-4214

If you are uncertain as to which degree program, you would like to return, the Career Services Office offers several tools to help you discern which program might best help you meet your academic and career goals. A departmental advisor can also walk you through a set of degree maps to help you understand your options.

2) You will need to complete a **Returning Student Form** which will ask you to update your student record information and to list any post-secondary institutions which you have attended since leaving IU South Bend. On the basis of your update, IU South Bend will:
   a. Update your contact information in the student record and other items, such as name, etc. although you may be asked to submit supporting documentation for certain changes.
   b. Code your residency as in-state or out-of-state.
   c. Review the responses to the Criminal Background questions. Answering "yes" to any of these questions does not make you ineligible to return to IU South Bend, but the Office of the Registrar will enter an A03 hold into your record and you will be requested to complete the Student Behavioral Standards (SBS) process before your possible readmission is finalized.

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    d. Place a hold on your record for any outstanding transcripts. You must request that each school you may have attended after leaving IU South Bend send an official transcript to IU South Bend, 1700 Mishawaka Ave. South Bend IN 46634. Once the transcripts are received the holds will be lifted and your transfer credit will be recorded in your student record.

    e. If the School or College determines that you are academically eligible to return to IU South Bend, the Registrar will activate your student record and notify you of any holds that must be resolved prior to registration. If you are participating in the SBS process, the SBS Committee will send notice of its determination to you by post.

3) You are encouraged to meet with an Academic Advisor to select course work. If you had not completed your English and math requirements, you may need to schedule a placement exam first: https://crm.iu.edu/CRMEvents/SBPlacementExam/. If you would like to prepare for these exams, you will find workshop information here: https://www.iusb.edu/exams/workshops.php.

4) It is important to consult with Financial Aid if you are interested in receiving Federal or State aid to complete your degree. Please keep in mind that you will need to complete a FAFSA by the stipulated deadline and that you will need to have submitted all transcripts from any other college or university you attended in addition to IU South Bend. Please contact 574-520-4357 or sbfinaid@iusb.edu.

5) The Bursar no longer sends paper bills; you must access your Bursar account through your student account. If you would like to pay your tuition and fees in installments, please meet with the Bursar to arrange this.

6) If you cannot remember your student ID number or how to enter your computing account, please take a governmental photo ID to the Gateway in the Administration Building. Staff members will help you recover your ID number and set a new passphrase. Once you have your student account active again, you will be able to register for your classes online. Again, the Gateway can assist you!

7) Once you register, you should have a new student photo ID created. Please present your governmental ID to the Gateway and they will assist.

8) If you find that campus has changed so much that you are uncertain where to go to find what you need, please stop by the Gateway in the Administration Building. Gateway staff members will furnish a campus map and help you find what you are looking for.

9) Be sure to explore the many academic support services and student activities that may be new to campus since you were last a student here.
    Student Services: https://www.iusb.edu/stu-serv/index.php
    Housing: https://www.iusb.edu/housing/index.php
    Student Life (clubs and extracurricular activities): https://www.iusb.edu/studentlife/index.php
    Veteran Affairs: https://www.iusb.edu/studentlife/index.php