Paul Mitchell The School Portsmouth

RE-ENTRY STUDENTS

HOW TO START THE PROCESS

A withdrawn student who wishes to re-enter their program should contact the school's admission advisor. Students may re-enroll after 7 days, subject to Director approval.

THE RE-ENTRY AND DROP FEE

A $150.00 drop fee and $100.00 re-entry fee applies to all re-entering students, unless a re-enrollment agreement was signed at the time of withdrawal.
The fees:

- Must be paid prior to re-entry
- Cannot be paid with federal financial aid
- Is waived for members of the U.S. Armed Forces (see below)

REQUIREMENTS BY TIMEFRAME

Requirements differ depending on how long it's been since the student's last date of attendance.

RE-ENTRY WITHIN 180 DAYS

- Pay all outstanding tuition, fees, and overtime expenses or make satisfactory payment arrangements with the Financial Services Advisor. Please note, overtime expenses cannot be paid with federal financial aid.
- Previous tuition payments will be credited to the student’s balance based upon the original contracted cost for the program.
- Pay the $150.00 drop fee and $100.00 re-entry fee (unless a re-enrollment agreement was signed prior to withdrawing).

RE-ENTRY AFTER 180 DAYS

- Pay all outstanding tuition, fees, and overtime expenses or make satisfactory payment arrangements. Please note, overtime expenses cannot be paid with federal financial aid.
- Tuition will be assessed at the current hourly rate.
- Students are required to purchase a kit if their current kit is not complete. Any missing kit items must be purchased.
- Pay the $150.00 drop fee and $100.00 re-entry fee and submit a new application for admission.
- Submit a re-entry essay that demonstrates their commitment to completing the program.

ATTENDANCE REQUIREMENT

Re-entry students who had less than 100% attendance at the time they withdrew have 60 calendar days after re-entry to bring their attendance up to institutional requirements. This applies regardless of which timeframe above the student falls into.

ACADEMIC STANDING

Students who re-enter the program are placed in the same Satisfactory Academic Progress (SAP) standing they held when they left the school.

DECISION & NOTIFICATION

The decision to permit re-entry is at the sole discretion of Paul Mitchell The School Portsmouth. All students will be notified in writing of the outcome of their re-entry request.

MILITARY SERVICE MEMBERS

Members of the U.S. Armed Forces — including reserve components of the National Guard — will be readmitted to their former program if they notify the admission team that their withdrawal was due to military service. Paul Mitchell The School Portsmouth will make every reasonable effort to accommodate service members requesting an absence for this reason. The $100.00 re-entry fee is waived for these students.