



RE-ENROLLMENT CHECKLIST

Pace University advisors are here to guide you through every step of the re-enrollment process.

- ☐ **Email returntopace@pace.edu.** You will be assigned to an advisor who will guide you through the re-enrollment process.
- ☐ **Locate your UID number and/or Pace email** from your prior enrollment.
- ☐ **Assemble any transcripts or certifications you have earned since you were last enrolled at Pace.** These will help us determine your remaining credits. You may need to request these from other institutions you attended.
- ☐ **Talk to your advisor about your academic plan.** Your advisor will discuss with you the academic requirements to complete your degree, the fastest path for you to complete, and the credits remaining.
- ☐ **Finalize your academic plan and complete the Resumption of Studies form.**
- ☐ **Your advisor will connect you to Financial Aid and Student Accounts** to determine your financial aid eligibility and payment options.
- ☐ **Finalize your financial plan.**
- ☐ **Register for classes.**