

Review the Following Policy Information Prior to Completing the Application

I. Purpose

The purpose of the “Academic Fresh Start” policy is to provide a student who performed poorly upon his or her initial enrollment at University of Cincinnati the opportunity for a fresh UC cumulative grade point average.

II. Policy

A University of Cincinnati undergraduate student who has been readmitted to the University **after an absence of at least three (3) years** may petition the Dean of the student’s College to have his or her former courses treated in accordance with the College’s advanced standing policy. The student’s University of Cincinnati transcript **must be free of enrollment in any division of UC for three (3) consecutive years** since the end of the final previous term of enrollment.

A request for the “Academic Fresh Start” must be submitted **within one (1) year of readmission** and applies **only** to courses taken at University of Cincinnati prior to that readmission. “Academic Fresh Start” **will not** be reviewed or approved prior to the student’s completion of one (1) academic quarter. **The “Academic Fresh Start” is not automatic and is not guaranteed.** Academic units may impose additional criteria, such as requiring a plan of study.

Upon the approval of the “Academic Fresh Start”, the student’s University and College grade point averages will be initiated from the date of reentry. **The “Academic Fresh Start” option may be effected only once during a student’s academic career.**

Note: approval of “Academic Fresh Start” will be recorded on the transcript. Students should be aware that the previous academic record will appear on the transcript and that graduate and professional schools, as well as potential employers, may average all academic records together.

III. Definitions

- “initial enrollment” = no more than four (4) quarters enrolled;
- “Performed poorly” = the student’s cumulative University GPA was less than 2.00;
- “Absence of at least three years” = the break in enrollment consists of at least twelve (12) consecutive quarters;
- “Within one year of readmission” = no more than four (4) successive quarters have occurred since readmission following the break.

IV. Procedure for Approval

- Completed applications for “Academic Fresh Start” must be submitted to the student’s degree-granting unit and will be considered in accordance with procedures and any additional guidelines of that unit. Degree granting units **may not** grant “Academic Fresh Start” to any student who fails to satisfy the qualifying criteria. Academic units may establish appropriate procedures such as administrative implementation of the “Academic Fresh Start” criteria or review of all applications by a faculty committee.
- If a request for “Academic Fresh Start” is denied by the student’s College, the student may file an appeal with the Academic Fresh Start Appeals Committee through the Office of the Registrar (University Pavilion 5th floor). If a request for Academic Fresh Start is supported by the College but the student fails to meet one or more of the minimum criteria, the College may refer the application to the Academic Fresh Start Appeals Committee.

VI. Instructions for Colleges

- Determine whether minimum criteria have been met;
- Use internal College processes for evaluating “Academic Fresh Start” applications;
- If the college approves the student’s application and has concluded that the students meets the minimum criteria, indicate approval on this application. Forward this application to the Office of the Registrar (ML 0060). Provide a copy to the student.
- If the College supports the application but concludes that the student does not meet the minimum criteria, indicate referral on this application and forward all copies to the Office of the Registrar.
- If college disapproves application, indicate denial on application and distribute copy to student.

I. Complete All Items Below

Last Name: _____ First Name: _____

UCID or SSN: _____ Current UC College: _____

E-mail Address: _____ Telephone #: (_____) _____

Current Address: _____
(Number and street)

City _____ State/Country _____ Zip _____

Term & Year of Last Attendance: _____ Term & Year of Readmission: _____

**II. Describe in detail the extenuating circumstances supporting your appeal.
The application will not be reviewed if this is left blank.
You may attach up to two (2) additional pages to this sheet.**

I hereby affirm that I understand and acknowledge the policy information provided at the top of this form. I also affirm that to the best of my knowledge all details and documents I have submitted in support of my appeal are complete and accurate. I acknowledge that a false statement on this application or any documents submitted will subject me to a nullification of the "Academic Fresh Start", the recalculation of my UC college and cumulative grade point averages to reflect all UC coursework for which I have been enrolled, and possible sanctions under the Student Code of Conduct.

Student's Signature: _____ Date: _____

**Return this form, and ALL supporting documentation to the
Office of the Registrar, University Pavilion 5th Floor**

To Be Completed by the Student's College

Student Meets Minimum Criteria College Supports the Application Effective Term & Year: _____

Forward to the Appeals Committee Student Does Not Meet Minimum Criteria College Does Not Support the Application

Comments: _____

Certifying College Official: _____ Date: _____

To Be Completed by the Academic Fresh Start Appeals Committee (if applicable)

Appeals Committee Approves Application Appeals Committee Denies Application

Comments: _____

Certifying Committee Official: _____ Date: _____