

## 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 the 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 at least three (3) consecutive years** since the end of the final previous term of enrollment. The student must also have a minimum of 30 credit hours left to complete the degree program before graduation. **The Academic Fresh Start is not automatic and is not guaranteed.**

The Academic Fresh Start Application will be reviewed and may be conditionally approved upon readmission to the university, but must be submitted **within one (1) year of readmission**. A request for the Academic Fresh Start applies **only** to courses taken at University of Cincinnati prior to that readmission. Conditional approval requires that the student will meet a minimum academic requirement of a 2.0 or higher term GPA in addition to any additional requirements as determined by the College. If the requirements are met as of the end of the conditional term, the Academic Fresh Start will receive final approval and be applied to the student's academic record.

Upon final approval of the Academic Fresh Start, the student's University 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 three (3) semesters /four (4) quarters if the student absence from UC has been 3-5 years; or no more than six (6) semesters / eight (8) quarters if the student absence from UC has been more than 5 years;
- "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 nine (9) consecutive semesters;
- "Within one year of readmission" = no more than 12 months have passed since readmission following the break.

### IV. Procedure for Approval

Completed applications for Academic Fresh Start must be submitted to the student's College 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 minimum 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 College and a decision will be considered based on holistic data.

### V. Instructions for Colleges

- Determine whether minimum criteria within this policy have been met;
- Use internal College processes and criteria for evaluating Academic Fresh Start applications;
- Communicate the decision to the student, including conditional requirements that must be met for final approval;
- If the college determines final approval of the student's application, indicate approval on this application. Forward this application to the Office of the Registrar (ML 0060).

**I. Complete All Items Below**

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

UCID: M \_\_\_\_\_ UC College: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Telephone #: ( \_\_\_\_\_ ) \_\_\_\_\_

Current Address: \_\_\_\_\_  
(Number and street)

City \_\_\_\_\_ State/Country \_\_\_\_\_ Zip \_\_\_\_\_

Term & Year of Last Attendance: \_\_\_\_\_ Term & Year of Readmission: \_\_\_\_\_

I understand that it is my responsibility to discuss the Academic Fresh Start option and review my academic record with my college academic advisor prior to submitting this application. I also understand that it is my responsibility to discuss my financial aid or other financial implications of an Academic Fresh Start with One Stop prior to submitting this application.

**II. Describe in detail the extenuating circumstances supporting your appeal.  
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 cumulative grade point average 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 with ALL supporting documentation to your college office.**

The request for an Academic Fresh Start will be reviewed by the College and considered for conditional approval. Academic requirements (including at least a 2.0 or higher term GPA) will be determined and communicated by the College to the student upon conditional approval. Academic Fresh Start will only be applied to the student academic record after the College has certified that minimum requirements have been met as outlined.

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*To be Completed by the College Upon Application*

Conditional Approval – Requirement to be Met: \_\_\_\_\_ By (Date): \_\_\_\_\_

Denied Due to \_\_\_\_\_  Approved on Appeal

Comments: \_\_\_\_\_

Certifying College Official: \_\_\_\_\_ Date: \_\_\_\_\_

*To be Completed by the College Upon Final Approval and Submitted to Registrar's Office*

College Supports this Application for Academic Fresh Start Effective Term & Year: \_\_\_\_\_

Certifying College Official: \_\_\_\_\_ Date: \_\_\_\_\_