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. 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 (i.e. grade of “C” or better). 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. Academic Fresh Start will not be reviewed or approved prior to the student’s completion of one (1) academic semester and twelve (12) credit hours. Academic units may impose additional criteria, such as requiring a plan of study.

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 effectuated 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) semester/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 home 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 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 decision will be considered based on holistic data.

VI. Instructions for Colleges
- Determine whether minimum criteria 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: ____________________________  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: ____________________________

☐ 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 Fresh Start appeal. (Transcripts must be attached, along with your type written letter.)

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 UCBA Academic Affairs Office, Muntz Hall room 140

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 with grade of “C” or better) 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.

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: ____________________________