

Academic Second Chance

Academic Second Chance (ASC) is a petition process whereby a student may request academic forgiveness for past coursework. The ASC allows a readmitting or transfer student a one-time, non-reversible opportunity to have past coursework *excluded* when computing the grade point average (GPA) for graduation.

ASC Eligibility

- All admissions requirements must be met, and the student must be admitted to a degree or certificate program.
- The ASC applies to all courses within the semester(s) requested; if approved, the entire semester requested is excluded from the GPA.
- Coursework for amnesty consideration must be at least five (5) calendar years old.
- For the request to be considered, transfer or readmitted students must complete a minimum of 12 (twelve) semester hours at Florida SouthWestern State College across and within two (2) consecutive semesters, and the averaged GPA of the two (2) consecutive semesters must total 2.0 or better. (The minimum 2.0 averaged GPA, taken from not less than and no more than two (2) consecutive semesters, supports a consistently sustained and substantial commitment to academic improvement.) Developmental courses, ESL courses, and ENS courses do not apply and are not calculated as a part of the twelve (12) semester hour average.
- The ASC is not an option once FSW has conferred a certificate or degree; at that time, the academic record is considered *sealed*, and no changes may be made to coursework earned prior to the conferral of the award.

Additional Important Notes

- ASC may be granted only once, and it cannot be reversed/revoked.
- No courses approved for ASC will apply toward requirements for a certificate or degree.
- ASC has no effect on a student's financial aid award history; courses that receive amnesty will still count for the Financial Aid Satisfactory Progress Policy with regard to attempted/earned credits.
- ASC has no effect on the calculation of course attempts related to multiple attempts and the multiple attempt surcharge.
- Approved, excluded grade(s) and course(s) will remain visible on the academic record (transcript); the affected course(s) will be marked to indicate the grade(s) was not used to compute the GPA. Additionally, if approved, a notation, "*Academic Second Chance has been applied*" will appear on the official transcript.
- If a course excluded by ASC was used as a repeat of an earlier course, the original course which had been excluded previously from GPA consideration due to the repeat policy will be added back into the GPA as though it had never been repeated.
- Students should recognize that some schools, agencies, academic departments, and scholarship programs may not honor or allow ASC; students planning to transfer are cautioned that the receiving institution may use all grades earned in computing GPAs for admissions or other purposes.

How to File Your Request for ASC

- Begin by completing the *Student Request for Academic Second Chance* (Page 2 of this document). On the form, specify the semester(s) for which you are requesting the ASC.
- Attach a statement explaining your circumstances around the request and why your request should be considered. Students should consider the importance of this petition and take care in organizing and presenting the content of the statement. The statement should be typed or legibly printed in blue or black ink.
- Completed requests, including the form and the attached statement, should be submitted to the Office of the Registrar on the Lee Campus or the Academic Services Office on the Hendry/Glades, Charlotte, or Collier Campuses.

Requests are reviewed monthly, according to the timeline outlined in the Petition Review Committee Schedule, and results are communicated in writing to the student's @Bucs email address.

Student Request for Academic Second Chance

Student's First and Last Name (Print, Please)

FSW ID Number

Before completing this form, ensure you carefully read the instructions and considerations discussed on the reverse side (Page 1). Your signature on this form certifies that you have read the instructions and considerations on Page 1, and that you understand the possible ramifications if your request is approved and processed.

I. I am requesting that the following **Florida SouthWestern State College coursework**/grade(s) taken during the year(s) and term(s) indicated below be excluded from my GPA:

Year, Term

Year, Term

Year, Term

Year, Term

II. I am requesting that the following **transfer coursework**/grade(s) taken at: _____ during the year(s) and term(s) indicated below be excluded from my GPA: _____
(Name of Institution)

Year, Term

Year, Term

Year, Term

Year, Term

Major/Program

Anticipated Graduation Date (Year, Term)

Catalog Year

Student's Signature

Date

Do not write in this area | For office use only

Two (2) consecutive FSW terms used for calculating ASC eligibility:

Relevant hours completed:

Relevant GPA:

Reviewed by: (Print Name)

APPROVED

Signature of Reviewer

Date

DENIED: Minimum FSW GPA (2.0) requirement not met.

DENIED: Minimum FSW credit — 12 (twelve) hours across two consecutive terms not met.

DENIED: Minimum 5 (five) calendar year requirement not met.

DENIED: Other. Notes:

DATE PROCESSED: _____

DATE EMAILED: _____