



REQUEST FOR ACADEMIC BANKRUPTCY

Academic bankruptcy is the removal of one to three semesters of grades from the calculation of a student's cumulative grade point average (GPA). The following apply to any request for academic bankruptcy:

- Academic bankruptcy is initiated by a written request from the student to the registrar/records official.
- Academic bankruptcy may only be declared once and may be applied to no more than three (3) semesters, which do not have to be consecutive.
- The bankrupted courses and grades remain on the transcript but are not calculated in the student's cumulative GPA.
- None of the coursework taken during a semester for which academic bankruptcy is declared, including hours completed satisfactorily, will be used to fulfill degree requirements.
- Developmental courses successfully completed during a period of academic bankruptcy can be used to fulfill prerequisites.
- To be eligible for academic bankruptcy, the student must have completed 12 semester credit hours of coursework at the college since the most recent semester for which the academic bankruptcy is requested. A grade of "C", "S", or higher is required in each course in 12 semester credit hours in the post-bankruptcy period.
- When a student receives a declaration of academic bankruptcy, a permanent notation of "ACADEMIC BANKRUPTCY" will be reflected on the transcript for each semester affected.
- Approval of the academic bankruptcy status at a college does not guarantee other institutions will honor that status. This determination will be made by the respective transfer institution(s).
- Academic bankruptcy has no bearing on financial aid status or eligibility. Standards of academic progress are determined based on all courses attempted.

I hereby request that Academic Bankruptcy be granted me for the following semester/term(s)

_____ semester/term _____ year
 _____ semester/term _____ year
 _____ semester/term _____ year

Financial Aid review/approval: _____ Date: _____

I fully understand that implementation of academic bankruptcy at Southern Union State Community College does not guarantee that other institutions will approve such action. This determination will be made by the respective transfer institutions.

Print Name: _____ Student Number _____
 _____ Phone Number _____

Signature _____ Date _____