

Student Petition to Waive the Additional Charges for SCH Attempts in Excess of 45 SCH above the Minimum SCH Degree Requirements

Resident undergraduate students who initially enrolled at a Texas public institution during or after the Fall 1999 Semester, will be assessed a surcharge for semester credit hours (SCH) attempts in excess of 45 SCH above those required for completion of their degree program. The surcharge of \$121 per SCH is in addition to the usual tuition and fees. The total SCH attempts include all courses passed, failed, withdrawn, and dropped if the student took them while paying resident tuition at a public institution in Texas. Students who have reached the excess 45 credit limitation due to extenuating circumstances beyond their control may petition to have the additional charges waived. The circumstances must have been severe and must have directly affected the student. **Documentation of those circumstances must accompany this petition, including a copy of transcript showing grades for all courses attempted.**

Name of Student _____ Banner ID _____
Last Name, First Name Middle Initial

First enrollment as an undergraduate student in a Texas public institution: Semester _____ Year _____

If changed major what was the original major: _____ Current major _____

Total SCH attempted: _____ Total SCH successfully completed (with passing grades) _____

Remaining SCH for the degree in current major _____ Overall GPA _____

Academic Performance in the last four semesters

Semester	Attempted SCH	SCH Completed Successfully	Semester GPA

I request that the University waive the additional charges that the University assesses for SCH attempts in excess of 45 SCH above those required for completion of their degree program. Attached are statements justifying this request and supporting documentation. **Petitions with insufficient explanation and justifications will be denied.**

Signed,

 Signature of Student Date

Reviewed by: _____ Name of Advising Center _____

 Signature of Advising Center Personnel Date

Recommendation: Approval Disapproval
 College of Student's Major _____

 Signature of Dean, Associate Dean for Undergraduate Studies Date

Approved Disapproved

 Signature of Associate Vice President for Academic Support and Undergraduate Studies Date

Distribution: Student Advising Center Bursar Academic Support/Undergraduate Studies Records

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