Print Form

MURRAY STATE UNIVERSITY

REQUEST FOR ACADEMIC SECOND CHANCE

Student Name (please print full name): _____

Student ID: _____or Date of Birth: _____

Email: _____

Local Address: _____

Phone#: _____

Note: Address information on this signed form will be used to update your record unless you specify otherwise by checking here: _____

Academic Second Chance (ASC) applies toward Murray State University and transfer coursework and may be granted only once and may not be revoked. ASC may not be accepted at another institution, agency, organization, or scholarship programs.

ASC courses remain a part of student's transcript with a notation that academic second chance has been applied and that grades are not included in GPA calculation.

If a course excluded by ASC was used as a repeat of an earlier course, the original course which had been excluded from GPA consideration due to the repeat policy will be added back into the GPA as though it had never been repeated.

☐ I have been out of all institutions of higher learning for a period of two (2) or more calendar years. (*Note:* If a withdrawal is recorded on the student's transcript, the student is considered "enrolled" during that term.)

☐ I have not already earned a baccalaureate (4-year) degree.

☐ I am currently enrolled at MSU and have completed 12 or more credit hours of coursework since returning. My GPA on all hours since reenrollment is at least a 2.5.

☐ I am requesting ASC for a single semester or a continuous series of semesters.

☐ Every semester for which I request ASC to be applied contains grades lower than a C. ASC will be applied to **all** courses for that semester(s), regardless of grades earned.

☐ I am requesting ASC for the following semester(s) _____

I have read the Academic Second Chance policy and I certify that I have met the above criteria.

Student Signature: _____ Date: _____

Return form to: **Registrar's Office, Murray State University, 113 Sparks Hall, Murray, KY 42071-3312**
or fax to (270) 809-3050

OFFICE USE ONLY			
Granted:_____	Denied:_____	GPA on new coursework:_____	Processed in INB:_____