Administrative
- Administrative Drop
- Full Cost Third Attempt
- Fourth (Final) Attempt
- Late Withdrawal

Records
- Academic Second Chance or Amnesty
- College Suspension

Academic
- Formal Grade Dispute
- Grade Change “F/FN” to “W”

Financial Aid
- Excessive Hours
- GPA and/or Completion Rate
DOCUMENTED

ACCEPTABLE

APPEAL

CIRCUMSTANCES

- Serious illness or injury
- Military activation
- Other extraordinary circumstance
- Death of family member
- Medical emergency
Child care
Transportation
Employment
Normal pregnancy
Incarceration
Disagreement with instructor
Course material
Judicial actions

UNACCEPTABLE APPEAL CIRCUMSTANCES
ADMINISTRATIVE DROP

Deadline: Last day of the semester in which the class is taken

Request to drop a class after the add/drop deadline on the Academic Calendar

Will affect financial aid eligibility!
FULL COST FOR THIRD ATTEMPT

Deadline: End of Add/Drop period in which the class will be taken

The State of Florida requires a student to be charged full cost (out-of-state) tuition on a 3rd attempt unless a one-time exception is granted.

- Student cannot register themselves
- Cannot withdrawal from the class
FOURTH (FINAL) ATTEMPT

Deadline: End of Add/Drop period in which the class will be taken

The State of Florida does not allow a student to enroll in a class for the 4th time without approved appeal

- Must pay full cost (out-of-state) tuition
- Student cannot register themselves
- Cannot withdrawal from the class
LATE WITHDRAWAL

Deadline: Last day of the semester in which the class is taken

Request to withdrawal from a class without a grade penalty after the withdrawal deadline on the Academic Calendar.

Could affect financial aid SAP status and/or eligibility.
ACADEMIC SECOND CHANCE

Different options for returning vs. current students

- Does not apply once a degree has been earned
- Allows up to three grades of “F” earned previously to be changed to a grade of “AM”
- Has no affect on financial aid SAP status
- Other colleges may not utilize grade amnesty for transfer purposes
COLLEGE SUSPENSION

Students that drop below a 2.0 cumulative GPA

- Alert > Warning > Probation > Suspension

- Suspended students will be required to stop enrollment for one major semester

- Approved appeal will grant reinstatement to probation status

- Must meet an Academic Advisor to develop a plan for success
Informal Grievance Process –
Encourage students to resolve grade disputes with faculty and/or academic department

Formal grievance decisions are approved by the appropriate AVP
GRADE CHANGE
“F/FN” TO “W”

Deadline: Last day of class of the next major semester after the course was taken

Requires permission from faculty and department chair

Could affect financial aid SAP status and/or eligibility
FINANCIAL AID SUSPENSIONS

A student must earn a grade point average of 2.0 or higher and successfully complete 67% of all courses attempted.

In addition, an aid recipient must complete, or be mathematically capable of completing, their degree within 150% of the normal timeframe (credits attempted).
Blah Blah Blah
+Blah
_______
= Meh
What Should You Do???
I filed an appeal, but I haven’t heard from anyone yet...
I don’t know what to do! I got behind in my classes because my cat was sick and I had to stay up for three nights to make sure she was eating. She was getting sick all over the place!! I missed my mid-term… I wasn’t doing that well in the class anyway. I don’t want to get an F!!...
I missed a bunch of school because my Grandfather died…
I’m in the Navy and just received orders and will have to deploy in a couple of weeks…
My financial aid was suspended last semester and I failed another one of my classes. I want to sign up for classes next semester, but I don’t have money to pay for them…
(It’s two weeks before the semester starts…) 

I just tried to register for classes and I can’t because there’s a hold on my account. I was here last semester, but I was in a car accident and was hospitalized. I had physical therapy and am better now and ready to take classes again. How can I register?…
Why is my tuition so expensive?...
I was told my Administrative Drop Appeal was denied, but I don’t agree with their decision. What can I do now?...
So, I filed an appeal three semesters ago because I was in an accident and had to have two of my vertebra fused together. They dropped all my classes for me. My back has been acting up a lot this semester so I’ve missed some classes and need to file another appeal…
(It’s a week after the last day to withdraw…) I’m pretty sure I’m going to fail one of my classes and I want to withdraw…