

Request for Application of the Second Chance Policy

Student Information:

Last Name	<input type="text"/>	First Name	<input type="text"/>	Person Num.	<input type="text"/>
UB Email	<input type="text"/>	Plan (Major)	<input type="text"/>		

I wish to be considered for grade forgiveness under the Second Chance Policy. I would like to have the grades and credits forgiven from all semesters including and prior to the following semester:

Semester	<input type="text"/>	Year	<input type="text"/>
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Attach all of the following documents:

- Statement explaining past performance, activities since leaving UB, and current ability to succeed.
- Relevant supporting documentation.
- Unofficial UB Transcript.

If my application is approved, I understand all of the following:

- All grades and credits earned for previous coursework will not be calculated into my cumulative UB credits and GPA.
- All grades earned for previous coursework will remain on my UB transcript.
- None of my previously completed coursework can count toward my degree requirements.
- My financial aid eligibility may be affected.
- I can only receive application of the Second Chance Policy one time during my academic career.
- All decisions are final and cannot be reversed.

Student Signature	<input type="text"/>	Date	<input type="text"/>
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To be Completed by an Academic Advisor:

- I have reviewed the Second Chance Policy with this student, explained potential ramification on his/her academic record, and referred him/her to a financial advisor.

Advisor Name	<input type="text"/>
Advisor Signature	<input type="text"/>
Advisor Email	<input type="text"/>

**Return this form to:
Second Chance Policy
Student Advising Services
109 Norton Hall
Buffalo, NY 14260
Fax: 716.645.3042**