

Excess Credit Hours Appeal Form

Pursuant to FL Statute 1009.286, all courses are to be included in a student's excess hours counter, this includes failed courses, dropped or withdrawn courses, repeated courses, and all credit hours accepted for transfer by Florida Polytechnic University and applied to the student's bachelor's degree. Florida Legislature states only courses attempted or earned under the circumstances below should be excluded from a student's excess hours counter. **Please complete this appeal form only if any of these circumstances are applicable to you.**

Last Name	First Name
Student ID	Student Email
First Term in College after High School	First Term at Florida Poly

We only consider appeals for courses taken under the circumstances outlined below. Please check the description that applies and provide a statement of appeal below. Supporting documentation is required and must be provided for consideration.

Credits that are earned through AP, IB, AICE, CLEP, or high school dual enrollment.	Courses that are dropped due to personal hardship.
Credits that are earned through an internship program.	Credits taken while active duty military.
Credits that are required for certification or a certificate program or coursework that is built into a degree program.	Credit hours earned in military science courses as part of an ROTC program.
Courses dropped or withdrawn for medical reasons.	Remedial and ESOL credit hours.
Transfer credits that do not apply to the student's declared major when they initially enroll at Florida Poly. (Appeals must be made within the first 12 months of enrollment.)	Other, must explain below.

Please provide a brief explanation of your appeal. Include specific courses and terms where applicable.

Student Signature

Date