

## ACADEMIC BANKRUPTCY FORM

College of Human Environmental Sciences

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Academic bankruptcy involves a student's request to retroactively withdraw from one academic term of study because of **extreme personal, emotional or financial circumstances** so devastating that it was impossible for the student to perform academically at a standard level for achievement. The summer sessions are considered one academic term. The following specific regulations apply to any petition for academic bankruptcy:

- Academic bankruptcy is never granted for an academic term in which the student is currently enrolled, nor for the previous academic term.
- Petitions must be filed prior to graduation.
- No more than one petition for academic bankruptcy may be approved during the student's academic career at The University of Alabama.
- If the petition is approved, the grades for all courses taken during the academic term in question will be recorded as "W" (Withdrawn).

A written petition for bankruptcy should be filed in the Office of the Dean at least one month before the end of the Spring or Fall semester. Students may request or be requested to appear in person before the committee. The committee meets twice a year, once in the Fall and once in the Spring.

The committee makes recommendations to the Dean of the college who holds the right to approve, deny, or to defer the petition. Once a decision has been made, the student will be notified.

**The written petition must be typed and include the following:**

- the specific semester for which bankruptcy is requested
- the reasons for seeking academic bankruptcy
- the ways in which this action will benefit the student in achieving their immediate and long-term goals
- documentation for reasons stated

**Semester and Year Requesting Bankruptcy** \_\_\_\_\_

Name: \_\_\_\_\_ CWID: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Advisor: \_\_\_\_\_

*I understand that in making this petition, the committee may need to review my grades from other semesters. I hereby grant this permission.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please return this form along with your **petition and documentation** to HES Student Services in 206 Doster Hall, or you may email your petition to [hesstudentservices@ches.us.edu](mailto:hesstudentservices@ches.us.edu)