



Undergraduate Academic Amnesty Application

Office of the Registrar, University College of the Cayman Islands

168 Olympic Way

PO BOX 702 George Town

KY1-1107 Cayman Islands

Tel: 623-UCCI(8224) Fax: 949-6781

Email: registrar@ucci.edu.ky

Please be sure to also include an essay which states why you should be considered for Academic Amnesty and what positive changes you have made since departure from UCCI that should be taken into consideration. Essay should be no more than 1 page in length.

Date of Application: _____

First Name: _____ Middle Name: _____ Last Name: _____

Mailing Address: _____

Home Phone: _____ Work: _____ Cellular: _____

Email Address: _____

Last attended UCCI (semester / year): _____

Please indicate under which category you are seeking readmission and Academic Amnesty:

_____ Having been absent or academically dismissed from UCCI for a consecutive period of at least 5 years, my cumulative GPA was below a 2.0 at the point of departure and I **HAVE NOT** attended another tertiary institutions since leaving UCCI.

_____ Having been absent or academically dismissed from UCCI for a consecutive period of at least 3 years, my cumulative GPA was below a 2.0 at the point of departure and **HAVE** obtained an Associate Degree from an accepted institution of higher education.

Degree Programme applying to: _____

List below all Tertiary Institutions you have attended since your last enrollment at UCCI.

School	Location	Dates Enrolled	Degree Earned/ credits earned
_____	_____	_____ to _____	_____/_____

Please read the following information carefully before signing below. This must be completed in order for your application to be processed.

- I have read and understand UCCI's Undergraduate Academic Amnesty policy and requirements. I recognize that should I be granted Academic Amnesty that I am bound by the terms outlined. I understand that I can only be granted Academic Amnesty once and that I must abide by all other UCCI policies and standards.
- I understand that if I am granted Academic Amnesty that I must enroll in at least 2 consecutive semesters at UCCI following this approval.
- I understand that I must enroll in and earn a total of no less than 12 credit hours during the 2 semesters after being readmitted under Academic Amnesty.
- I acknowledge that I must earn a no less than a grade of C in any course during the 2 semesters after being readmitted under Academic Amnesty.
- I also acknowledge that my cumulative GPA **cannot fall below 2.5** during the 2 semesters after being readmitted under Academic Amnesty.
- I understand that if I fail to meet any of the outlined criteria, I may be subject to dismissal from UCCI without prejudice, and would therefore not be eligible for reentry to an undergraduate programme under Academic Amnesty.

Applicant's Signature

Date: _____

OFFICIAL USE ONLY

Processed By:		Date:	
---------------	--	-------	--

Approved

Denied

(State reason for denial)

Signature of Registrar

Date: _____

University College of the Cayman Islands

Undergraduate Academic Amnesty Policy

Students, who have been out of school for an extended period and are seeking readmission to UCCI, may apply for Academic Amnesty, if they meet one of the following criteria:

- Absent or academically dismissed from UCCI for a consecutive period of at least 5 years, with a cumulative GPA below a 2.0 at the point of their departure, and **have not attended another** tertiary institution since leaving UCCI.
- Absent or academically dismissed from UCCI for a consecutive period of at least 3 years, with a cumulative GPA below a 2.0 and **HAVING** obtained an Associate Degree from an accepted institution of higher education.

Students must complete and submit to the Registrar's Office an Undergraduate Academic Amnesty Application form in addition to a letter explaining why they should be considered for Academic Amnesty. The letter must be addressed to the Registrar. Academic Amnesty will be awarded to a student only once. Students will then be expected to obey the academic policies and procedures of the University.

If Academic Amnesty is granted to a student, his/her cumulative GPA will begin again at 0.0. Under the Academic Amnesty provision, all classes and grades will remain on the student's transcript, but are not included in the calculation of the UCCI cumulative GPA. In some cases, students may (on the discretion of the Registrar) be permitted to use courses taken in the pre-amnesty period to fulfill general education requirements, but only if the grade obtained in the course was a C or higher. This will be evaluated on a case by case basis.

Additionally, students' transcripts will reflect that they are on Academic Amnesty and the semester in which it was granted.

Students who have already earned a Bachelor's Degree will not be granted Academic Amnesty.

As part of the terms of Academic Amnesty, a student must meet the following criteria in order to continue under Academic Amnesty:

- A student must enroll in at least 2 consecutive semesters at UCCI following approval of Academic Amnesty..
- Students must enroll in and earn a total of no fewer than 12 credit hours during the 2 semesters after being readmitted under Academic Amnesty.
- A student must earn a grade no less than a C in any course during the 2 semesters after being readmitted under Academic Amnesty.
- A student's Cumulative GPA **cannot fall below 2.5** during the 2 semesters after being readmitted under Academic Amnesty.

Students, who have been granted Academic Amnesty and fail to meet any of the outlined criteria, may be subject to dismissal from UCCI without prejudice and would therefore not be eligible for reentry to an undergraduate programme under Academic Amnesty.

Edited by AA 12/07/2016