



EL PASO COMMUNITY COLLEGE PROCEDURE

For information, contact Institutional
Effectiveness: (915) 831-6740

FB-12

Application and Approval for Academic Fresh Start

APPROVED: March 8, 2024
Year of last review: 2024

REVISED:

AUTHORIZING BOARD POLICY: FB

Classification: Administrative

Responsible Vice President or Associate Vice President: Vice President of Student and Enrollment Services

Designated contact: Executive Director of Admissions & Registrar

OBJECTIVE: To allow eligible students to take advantage of the opportunity for an Academic Fresh Start.

I. GENERAL

To be eligible for an Academic Fresh Start, the student must have met the following conditions:

1. The student must be re-admitted to El Paso Community College (EPCC) and be classified as a Texas Resident for Tuition Purposes at the time the Academic Fresh Start is granted.
2. The student must submit an application for the Academic Fresh Start by the appropriate deadline and prior to rematriculating at EPCC. The application can be found on the Admissions & Aid website.
3. The student must submit official transcript(s) from any prior college/university attended.

II. PROCESS

- A. Students wishing to take advantage of an Academic Fresh Start will complete the attached *Academic Fresh Start Application* and submit it to the Office of Admissions and Registration for review. The application will need to be submitted by the appropriate deadline, listed in the application, as determined by their new entry term.
 1. Upon receipt of the Academic Fresh Start Application, the Executive Director of Admissions and Registrar will review the student's academic record to ensure that the student is a Texas Resident for Tuition Purposes and that they are otherwise eligible for an Academic Fresh Start. Academic Fresh Start Applications will be denied if the applicant has already enrolled in classes at the College in an upcoming semester.
 2. The Executive Director of Admissions and Registrar will inform the applicant of the decision on their application for an Academic Fresh Start in writing. In cases where the application was denied, the decision letter will also include the reasons why the request could not be approved.
 3. If the application for an Academic Fresh Start is approved, the Executive Director of Admissions and Registrar will recalculate the student's Grade Point Average to exclude their prior grades at the College taken ten or more years prior to the semester in which they are planning to rematriculate. However, these grades will remain on the student's academic record and will appear on the student's official transcripts.
 4. If an Academic Fresh Start is approved the student will agree and understand that the Academic Fresh Start is irrevocable, is only applicable to EPCC, and will have no bearing on the student's financial aid standing and eligibility.



Academic Fresh Start Application

For College Procedure FB-12: *Application and Approval for
Academic Fresh Start*

Please Print:

Date of Birth

Last Name

First

Middle

EPCC ID#

Mailing Address

City

State

Zip Code

Students must apply for Academic Fresh Start **PRIOR** to registration after being re-admitted to El Paso Community College (EPCC). Academic Fresh Start can only be granted to students who are classified as Texas Residents for Tuition Purposes at the time of their rematriculation. The request for an Academic Fresh Start must be completed and submitted to the Office of Admissions and Registration by the following deadlines prior to their entry term:

Fall Semester: July 31st

Spring Semester: November 30th

Summer Semester: April 30th

I understand that requests for an Academic Fresh Start will not be granted once a student has rematriculated at EPCC, and that late applications will not be accepted.

I understand and accept the provisions of the Academic Fresh Start.

I acknowledge that I will not receive consideration or credit for any college-level courses or grades earned 10 or more years prior to the starting date of the semester in which I seek to enroll at EPCC, other than a possible TSI exemption.

I further affirm that I have provided EPCC with a complete record of my academic history to date. Students must present an official transcript from every institution attended. Furthermore, I understand that once I accept the provisions of Academic Fresh Start, I may not revoke that decision as long as I am a student at EPCC.

I further understand that this Academic Fresh Start action is only applicable to EPCC, and even though these grades will still appear on my academic record, they will be excluded from the calculation of my GPA. I also understand that Academic Fresh Start has no impact on my financial aid standing.

All credits earned during and prior to the semester of _____
Semester/Year

Student Signature

Date

Registrar or Designee

Date

Forward original to:
El Paso Community College
Admissions and Registration
P.O. Box 20500
El Paso, TX 79998-0500

For Office Use Only

Initial _____

Date _____