



# Application to Reinstate Exemption or Waiver Office of the Registrar

Student Name: \_\_\_\_\_ TCC ID#: \_\_\_\_\_ Application Term: \_\_\_\_\_

Waiver type: \_\_\_\_\_ Cumulative GPA: \_\_\_\_\_

### Eligibility Requirements: Texas Senate Bill No. 1210 – (effective Fall 2014)

~ Section 54.2001

- Students receiving exemption or waiver from the payment of all or part of the tuition or other fees for enrollment during a semester or term at Tarrant County College must:
  - Maintain a 2.00 cumulative grade point average to satisfy the institution’s requirement for making satisfactory academic progress in accordance with the institution’s policy regarding eligibility for financial aid.
  - As an undergraduate student, has not completed as of the beginning of the semester or term a number of semester credit hours that is considered to be excessive under TEC Section 54.014, unless permitted to complete those hours by the institution on a showing of good cause.

### From Texas Education Code TEC 54.014

~ Section 54.014

- EXCESSIVE UNDERGRADUATE HOURS. (a) Exceeds by at least 30 hours the number of semester credit hours required for completion of the degree program in which the student is enrolled. For purposes of this subsection, an undergraduate student who is not enrolled in a degree program is considered to be enrolled in a degree program.

### Instructions: **BEFORE** going to the Registrar’s Office:



1. You are expected to analyze and evaluate your circumstances. You will then develop a long term plan to ensure you will achieve your educational goals. Create a typed letter answering the following questions:

- **What were the circumstances that prevented you from meeting our academic progress standards?**
- **What actions have you taken to overcome these circumstances and what is different now?**
- **What action will you take to ensure you remain academically eligible in the future?**



2. Supporting Documentation: Attach documentation to your typed letter (Medical Documents with Medical Release, Employment documentation, Legal documentation, etc.).



3. Submit a formal typed letter (described above) and supporting documentation to the Registrar at the campus in which you are planning to enroll. (Applications received without a typed letter will not be processed)

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

Documentation Attached \_\_\_\_\_

Received by: \_\_\_\_\_ Approval Status: \_\_\_\_\_ Processed by: \_\_\_\_\_ Date: \_\_\_\_\_

Registrar’s Office \_\_\_NW \_\_\_NE \_\_\_SO \_\_\_SE \_\_\_TR Stu Type \_\_\_\_\_ ZNOCD Date \_\_\_\_\_