

Summer Session Enrollment Waiver

Florida state regulation [6.016 Summer Session Enrollment](#) mandates undergraduate students entering Florida State University Systems (SUS) as of September 1976, with fewer than 60 semester hours must earn 9 semester hours during summer terms prior to graduation. Courses must be completed at [one of the 12 Florida SUS](#).

Students that have applied for graduation and are in final semester that had an unusual hardship which prevented the successful completion of this requirement, may submit this form to request consideration for a waiver. A statement explaining the extenuating circumstances and supporting documentation are required; attach both to this form and complete all applicable fields in pen. **Please allow up to 10 business days for a decision.**

LAST: _____ FIRST: _____ MI: _____

STUDENT UID: _____ EMAIL: _____@floridapoly.edu

STEP 1: Enter Graduation & Summer Term Information

Proposed Semester of Graduation: Fall 20____ Spring 20____ Summer 20____

Number of Hours Requesting to Waive: 3 Hours 6 Hours 9 Hours

Step 2: Verify Unusual Hardship (Check the condition that applies and attach supporting documentation.)

Summer Employment: Attach statement from employer on official letterhead or other supporting documentation (e.g. paystubs reflecting applicable dates) to verify employment during the summer.

Unusual Hardship: Attach a detailed explanation of extenuating circumstance and supporting documentation.

Student Signature: _____ Date: _____

STEP 3: Student Confirmation

I certify that I have applied for graduation and the above information is complete and accurate.

Student Signature: _____ Date: _____

Note: Notification will be sent via Florida Poly Student Email.

UNIVERSITY REGISTRAR USE ONLY

Approved Denied Decision Date: _____ Notification Sent: _____

Reason: _____