

COF Waiver Request

Name: _____		
First	M.I.	Last
S#: S _____	Phone #: _____	
Email: _____ @student.cccs.edu		
Your official CCD email account is the only email CCD will accept for correspondence.		
<i>I affirm that I have read, understand, and agree to this form in its entirety and that the information supplied is true and complete.</i>		
<i>Student Acknowledgement: I understand that this request can only be granted once by CCD and that I cannot request additional hours at CCD later.</i>		
Student: _____		
Print Name	Signature	Date

The College Opportunity Fund grants 145 stipend-covered hours of eligibility to all resident students. If the student goes over their 145-hour lifetime-credit-hour cap, the student may apply to their college for a one-time, one year waiver. If the school cannot grant a waiver or the student needs additional hours to complete an undergraduate degree, the student can then apply to CCHE for a waiver. The law allows for CCHE to grant waivers to a student:

- If there are extenuating circumstances related to the student's health or physical ability that restrict a student's ability to complete the degree program within the 145-credit-hour limit; or
- If the degree program, as approved by the college or CCHE, requires more hours to complete than the 145 credit hour limit allows; or
- If the student is enrolled in a specific degree program and CCHE approves and the college changes a specific program's degree requirements or standards; or
- If requiring that an eligible undergraduate student pay the full amount of total in-state tuition for credit hours that exceed the limitation causes substantial economic hardship for the student or the student's family.

Students seeking this waiver must meet with a Program Advisor/General Advisor to develop an Academic Plan and must submit their request in writing.

Degree Works is attached from your Program Advisor/General Advisor. Must be a degree seeking student and credits must be used in order to obtain a degree.

Student Request Letter is attached (letter must address why student was unable to complete their program in the allotted 145 hours, how they will use the additional hours granted and why the hours are needed at this time).

Program Advisor/General Advisor Recommendation/Comments:

Waiver Hours approved (no more than 30): _____

Program Advisor/General Advisor Approval:

_____	_____	_____
Print Name	Signature	Date

Internal Use Only			
Received by: _____	Date: _____	Processed by: _____	Date: _____