



Students requesting to study abroad who do not meet [UAB's eligibility requirements](#) may request an academic appeal based on the following guidelines. Students may appeal the 2.5 minimum if their GPA is no lower than 2.0. Students may appeal the 30-credit hour minimum requirement if they are enrolled at UAB at the time of application.

Requirements:

1. Have an application on file for a [specific Education Abroad Program](#)
 - a. NOTE: UAB Exchange programs are not eligible for appeal.
2. One Personal Statement
 - a. Student must write an essay for the Education Abroad Appeals committee explaining why grades in previous semesters were low and/or justification behind the desire to study abroad before the 30 credit hours have been reached. It's important for the student to address what they have learned about prioritizing their academic goals, how the student will work in the current semester to raise his/her GPA in the current semester or time prior to his/her departure.
 - b. The essay must include the student's B number and a current email address for the committee's response.
 - c. Students must submit their statement by email to the Education Abroad Advisor before the deadline.
3. Two Faculty Letters of Recommendation
 - a. The student must also ask two faculty members to write a letter of recommendation supporting the student's eligibility to appeal the Education Abroad academic requirements. The letters should include information about the student's work ethic and why s/he is a good candidate to Education Abroad.
 - b. Letters must also be submitted to the Education Abroad Advisor before the deadline. It is the student's responsibility to communicate the deadline and nature of the request to the supporting faculty member.
 - Please encourage your recommenders to label the email "Education Abroad Appeal - Letter of Recommendation: Student Name"

Essay/Recommendation Letter Deadlines:

- Academic Year, Fall, and Summer Semester Deadline—March 15
- Spring Semester Deadline—October 15

Committee Decision Process:

Within one week of the deadline, the Education Abroad Appeals Committee will review the student's transcript, advising notes, and academic appeals materials. The committee will rate the student's response on a grading rubric and discuss their decision.

The Education Abroad Academic Appeals Committee will reach a consensus and a response will be electronically mailed to the student within one week of the committee meeting.