

POLICY GUIDELINES:

- Transcript will include a notation of Academic Forgiveness for the courses in which they approved for academic forgiveness.
- Academic Forgiveness will only be applied to courses completed prior to the period of absence or degree/program switch.
- To be eligible to graduate, students must complete at least 50% of their degree/program after the term in which Academic Forgiveness is applied.
- Punitive grades assigned during the forgiveness period, due to cases of academic integrity, will not be exempt from CGPA calculations.
- If CGPA calculations of external awards, scholarships, etc. have set criteria, this policy does not apply in those specific cases.
- Students can only apply for Academic Forgiveness once.
- Academic Forgiveness will be reversed if a student transfers back to their initial program where in Academic Forgiveness was applied.

Please submit completed form to your [Faculty Advising Office](#).

I have read and understand the above.

STUDENT SIGNATURE:		DATE:	
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FACULTY ADVISING OFFICE:			
APPROVAL GRANTED:	YES	NO	DATE:
REPRESENTATIVE NAME:			
REPRESENTATIVE SIGNATURE:			
COMMENTS:			

ACADEMIC OPERATIONS OFFICE:			
PROCESSED BY:		DATE:	