



H. LAVITY STOUTT COMMUNITY COLLEGE

REGISTRY & ENROLLMENT MANAGEMENT - 284-852-7226/7189/7107/7248

APPLICATION FOR ACADEMIC FORGIVENESS

I. **READ CAREFULLY:** A student with a 4-year lapse of attendance at H. Lavity Stoutt Community College may apply to the Registry & Enrollment Management Office for a transcript re-evaluation within two calendar years of re-enrollment at HLSCC. A student will be allowed to submit an Academic Forgiveness application after a four-year lapse of attendance at HLSCC within their first year of re-enrollment. If approved for Academic Forgiveness, a student's transcript will reflect all original courses attempted and grades, however, the petitioned grades will not be included in the computation of the cumulative GPA. Additionally, the credits for Academic Forgiveness approved courses will not count for registration privileges or graduation requirements. Grades of "W", "I", and "WA" do not impact the GPA and therefore are not considered for re-evaluation. Courses that were counted toward any previously conferred Diploma, Certificate, or Associate's Degree cannot be considered for reevaluation. Student's planning to transfer may wish to consult their transfer institution to determine what impact Academic Forgiveness may have on their transition.

Once the Academic Forgiveness is completed no subsequent changes will be made, as Academic Forgiveness is given only once.

II. **LIST ALL COURSES** you wish to be considered for Academic Forgiveness, or attach transcript with courses highlighted. We recommend you seek assistance from your Advisor to determine which courses will be most beneficial to exclude. Note that no changes can be made after this request is processed.

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|----------|----------|----------|
| 1. _____ | 4. _____ | 7. _____ |
| 2. _____ | 5. _____ | 8. _____ |
| 3. _____ | 6. _____ | 9. _____ |

POLICY

The Academic Forgiveness policy allows for the calculation of a student's grade point average toward graduation to be based on work completed after returning to College and any previous qualifying credits. Credits may be transferred forward from previous work if they carry at least a 2.0 grade point average and qualify as pre-requisites toward programme and graduation requirements. Any HLSCC student not under citizenship suspension may apply to return to school at the end of a (4) four year absence from the institution. Upon application to the programme, a degree audit will be conducted of the student's transcript and a course of study will be established. A special advisor will be assigned to the student to monitor progress and guide the student's re-entry into the college environment.

A student applying for Academic Forgiveness will be admitted on academic probation, and Academic Forgiveness will take effect only after successful completion of nine (9) credit hours and the attainment of a grade point average of 2.5 or higher. Although all prior grades will appear on the official transcript, only previous classes with a grade point average of 2.0 or higher that meet College programme requirements will be calculated in the cumulative grade point average and carried forward for credit. Students who have successfully met the requirements of Academic Forgiveness will be eligible for all academic honours for which they qualify.

STUDENT SIGNATURE: _____ **DATE:** _____

02/2013