APPLICATION FOR ACADEMIC FORGIVENESS

Students who have poor previous academic records may apply for up to <u>two consecutive semesters</u> of academic forgiveness. If the application qualifies under this policy, the student's academic record will be annotated to indicate that the forgiven courses, even if satisfactory, will not be counted toward the computation of credits, grade point and graduation requirements. All work will remain on the student's record to ensure a true reflection of the academic history.

<u>Eligibility for academic forgiveness is subject to all of the following conditions:</u>

1. At the time the application is filed, a minimum of five years will have elapsed since the course work to be forgiven was completed.
2. The student must have completed at least 24 graded credits at the 100 level or above, (pass/fail credits do not count) at LCSC with a minimum GPA of 2.25. These 24 credits must be completed following the semester(s) to be forgiven and will be considered a probationary period predicating forgiveness.
3. The student must submit with their application, a written statement explaining why academic forgiveness should be awarded, including the student's current academic plan.
4. The semester(s) to be forgiven must contain at least one "D" or "F" to be considered. Further, the entire semester (not individual courses) must be considered for forgiveness.
5. A student may apply to forgive LCSC credits only. In addition, a student may apply for academic forgiveness only once during their academic career at LCSC.
6. Students must apply for forgiveness prior to a degree/certificate being awarded.
7. Grade points for forgiven credits, whether from LCSC or another college, will be figured into the student's cumulative GPA to determine graduation "walking" and "final" honors.

Student Name: _____ Student ID: _____

Semester(s) to be forgiven (ex. Fall 2020): 1. _____ 2. _____

Student Signature: _____ Date: _____

For office use only (Submit to the Registrar's Office RCH 108)

☐ Approved   ☐ Denied

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Registrar Signature: _____ Date: _____