



Undergraduate Petition for Academic Forgiveness

Academic Forgiveness is a status that enables undergraduate baccalaureate degree-seeking students to return to the College with a reset cumulative grade point average (GPA). You may only apply for academic forgiveness after a minimum of 3 consecutive semesters (fall/spring) from the time of your last enrollment. Academic Forgiveness can be applied ONLY at the time you return to the College, prior to the end of Add/Drop. This petition should be submitted as soon as possible once re-enrolled/re-admitted.

Name: _____ (Last, First, MI / Previous)

STUDENT ID: _____ (or Birthdate ____ / ____ / _____)

Phone: _____ Email: _____

I understand that:

- **The Cumulative GPA will be reset to 0.00.**
- **Once posted, neither the reset Cumulative GPA nor courses included/excluded can be reversed or revised.**
- All prior courses and grades will remain on my academic record and transcript.
- The notation of "Academic Forgiveness" will be recorded on my transcript.
- Courses previously earned at American International College (AIC) with grades of D+, D, D-, F and NC will not be used for credit. Credit will be considered for courses with grades of A, A-, B+, B, B-, C+, C, C-, CR, P and TR. The department to which I am returning has final approval of credits that will count towards graduation.
- Please note that Academic Forgiveness may impact your eligibility for student financial aid. It is strongly recommended that you meet with Student Financial Services prior to agreeing to enact Academic Forgiveness (as it cannot be undone).
- In electing the forgiveness option, I may request approval from my School to repeat a course one additional time if I previously exhausted my repeat options for that course under the policy on Repeating a Course (please refer to Undergraduate Academic Regulations).
- Students are afforded one opportunity for Academic Forgiveness (please refer to Undergraduate Academic Regulations).
- Students who elect this option may not be considered for Valedictorian and Salutatorian; however, they may earn other honors as appropriate and in accordance with academic standards.

Student Signature: _____ Date: _____

You're not done! Please be sure to schedule an appointment with the Advising Center to review the inclusion and exclusion of previous credits. Academic Forgiveness will not be approved until a review of courses has been reviewed and approved by you and the school/college.

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|---|-------------------|
| Advising Office Use Only: Last semester attended: _____ | |
| Effective term (term of re-enrollment/re-instatement) _____ | |
| Eligible for Academic Forgiveness: Yes _____ No _____ | |
| Dean /Designee Approval _____ | Date _____ |
| Registrar's Use Only: | |
| _____ Process Academic Standing to Good Standing _____ Applied Course Inclusion/Exclusion | |
| Completed by _____ | Date _____ |