

APPLICATION FOR ACADEMIC FORGIVENESS-UNDERGRADUATE STUDENTS

Academic Forgiveness gives an undergraduate student a *one-time* opportunity to establish a new Grade Point Average (GPA). Students must consult with their academic advisor in their college advising center/office to determine if academic forgiveness would be beneficial and to ensure all conditions are met prior to submitting this application. Veterans and Student-Athletes need additional consultation. **See reverse side of application for information and required signature(s).**

For additional information related to the University's official policy, go to <https://link.mnsu.edu/forgivenesspolicy>.

Student Name: \_\_\_\_\_ Tech ID/Star ID \_\_\_\_\_

E-mail address: \_\_\_\_\_ Phone number: \_\_\_\_\_

An *undergraduate* student may apply for academic forgiveness when *one* of the following conditions is met:

- \_\_\_\_\_ Not been enrolled in any Minnesota State Mankato courses for a minimum of 3 consecutive academic years prior to the "point of academic forgiveness."
- \_\_\_\_\_ Chose an unsuitable major which led to academic performance less than academic ability.

After one of the above requirements is met, the student then needs to demonstrate adequate academic ability by completing the following:

- \_\_\_\_\_ Minimum of 12 semester credits with a minimum GPA of 2.0, *and* a grade of "C" or higher in each course.

If Academic Forgiveness is approved, the student may request to exclude all courses with the grade of F, or all courses with the grades of D and F, prior to the point of academic forgiveness.

- \_\_\_\_\_ Request that all courses prior to academic forgiveness with the grade of F be excluded from GPA and attempted credits.
- \_\_\_\_\_ Request that all courses prior to academic forgiveness with the grade of F and D be excluded from GPA, attempted credits and earned ("D") credits. Note: Does not apply for courses that were used to satisfy previous academic requirements or credentials (e.g., a degree, certificate, goal area within General Education, Veterans Benefits, Academic Athletic Eligibility etc...)

I have read the above information and have met with my academic advisor in my advising center/office and request that my record be evaluated for academic forgiveness.

**All students MUST complete the back page of this application. Advising signature is required.**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Return this completed form to the Registration and Academic Records Office, WA 132 or submit at <https://link.mnsu.edu/raa> using the topic Grades/Grade Changes.**

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*Office Use Only-This section is **not** completed by student or advisor.*

- \_\_\_\_\_ Approve for academic forgiveness
- \_\_\_\_\_ Does not qualify for academic forgiveness

Comments \_\_\_\_\_

Signature: \_\_\_\_\_ Title \_\_\_\_\_ Date \_\_\_\_\_

