

## **Undergraduate Academic Forgiveness Policy**

**Purpose:** LSSU recognizes that sometimes, despite a student's best efforts, life circumstances interrupt academic progress, impacting academic standing and GPA in ways that make returning and being successful difficult. The Undergraduate Academic Forgiveness Policy provides returning students with a chance to establish an academic standing that reflects their increased maturity and commitment to successful degree completion.

Through the Academic Forgiveness process, a student who has been away from Lake Superior State University for a period of at least three years, is given a one-time opportunity to remove prior course work from specific academic semesters from grade point computation.

Academic Forgiveness must be requested the first semester of a student's return. An academic plan must be completed with the faculty advisor. In addition, the student will be required to complete no less than 12 additional credits at LSSU with a minimum GPA of 2.000 or higher in order to have academic forgiveness applied to their transcript.

Academic Forgiveness is not available to students who have previously been awarded an LSSU associate, or bachelor's degree.

Students may only request academic forgiveness once, and if academic forgiveness is approved it is irrevocable. The student's academic standing will be set to "Good Academic Standing"

All courses and grades that fall within the academic forgiveness semesters will remain on the student's transcript with the notation "Academic Forgiveness Granted". All grades will be annotated with an 'R' indicating forgiveness, (for example, RA, RB, RC, RD, RF). Grades thus annotated will be excluded from the university grade point average calculation. Forgiven course grades of RC- or higher will count in Earned credits and can be used to fulfill LSSU requirements.

Academic Forgiveness does not relate to or affect Financial Aid eligibility. A student's cumulative completion rate of attempted credits is not reduced by the approval of Academic Forgiveness.

Academic Forgiveness is a policy of Lake Superior State University and may not be recognized by outside institutions or agencies (e.g. Michigan Dept of Education, other universities and colleges).

**Effective Spring Semester 2018**



**Application for Academic Forgiveness**

Name: \_\_\_\_\_ Student ID: \_\_\_\_\_  
(Please Print) Last First

LSSU Email: \_\_\_\_\_ Telephone #: \_\_\_\_\_

My last semester at LSSU was: Fall Spring Summer \_\_\_\_\_ (Year) \_\_\_\_\_

I am requesting academic forgiveness for the following semesters: \_\_\_\_\_

\_\_\_\_\_

**I have read and understand the following conditions of academic forgiveness. Please initial each line.**

- \_\_\_\_\_ I have been absent from LSSU for at least three years.
- \_\_\_\_\_ I understand I must request academic forgiveness my first semester back at LSSU.
- \_\_\_\_\_ I understand I need to complete no less than 12 additional credits at LSSU with a minimum GPA of a 2.00 or higher in order for academic forgiveness to be applied.
- \_\_\_\_\_ I have not been awarded an LSSU associate or bachelor's degree.
- \_\_\_\_\_ I understand how my academic record will be updated. (*All courses and grades that fall within the academic forgiveness semesters will remain on the student's transcript with the notation "Academic Forgiveness Granted". All grades will be annotated with an 'R' indicating forgiveness, (for example, RA, RB, RC, RD, RF). Grades thus annotated will be excluded from the university grade point average calculation. Forgiven course grades of RC- or higher will count in Earned credits and can be used to fulfill LSSU requirements.*)
- \_\_\_\_\_ I understand that Academic Forgiveness does not relate to or affect Financial Aid eligibility. A student's cumulative completion rate of attempted credits is not reduced by the approval of Academic Forgiveness.
- \_\_\_\_\_ If I am granted academic forgiveness, I understand this decision is irrevocable.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Once the above information is completed please make an appointment with your academic advisor to complete the attached academic plan.**

**Advisor Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Please submit the completed application and plan to the dean of your college for consideration of your request.**

**Dean Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Registrar:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Academic Forgiveness Granted: Yes No Date: _____ Email to Student _____ Academic Record Updated _____
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