APPLICATION FOR ACADEMIC FORGIVENESS-UNDERGRADUATE STUDENTS

Academic Forgiveness gives an undergraduate student a <u>one-time</u> 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 <u>https://link.mnsu.edu/forgivenesspolicy</u> .	
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, <u>and</u> 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.

Sign	ature
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Date

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

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

_____ Approve for academic forgiveness

_____ Does not qualify for academic forgiveness

Comments _____

Signature: _____

_ Date____

ACADEMIC FORGIVENESS FOR UNDERGRADUATE STUDENTS ADVISEE GUIDE

You can apply for Academic Forgiveness for one of two reasons:

- 1. You have not enrolled in any Minnesota State Mankato courses for a minimum of 3 consecutive academic years period to the "point of forgiveness."
- 2. You selected an unsuitable major which led to an academic performance that is below your academic ability.

Following the "point of forgiveness," you must achieve a 2.00 GPA, and grades of "C" or higher in each class for the first 12 credits.

Important advising notes about Academic Forgiveness:

- It can only happen one-time in your academic career.
- It does not impact your credit completion rate therefore, you should talk with the Campus Hub to learn about how this impacts financial aid warning or suspension status.
- It cannot apply to courses that were used to satisfy previous academic requirements or credentials (e.g., a degree or certificate, goal area within General Education, Veteran's Benefits, Academic Athletic Eligibility, etc...).
- You can choose to impact all of your Ds, or all of your Ds and Fs. It does not impact Ws.
- If you are applying because of an unsuitable major, you need to demonstrate adequate academic ability by completing a minimum of 12 semester credits with a minimum GPA of 2.00 and a grade of "C" or higher in each class.

O This applies to the first 12 semester credits after "point of forgiveness."

o Semester GPA will be used to determine whether you've met this requirement (if you have taken more than 12 credits during a semester, all of those credits will be used; if you have been part-time, multiple semester GPAs will be used until you have met or exceeded 12 credits).

o If you are applying because of an unsuitable major, what new major have you selected? What helps you feel confident that this major is more suitable for you?

 It is considered a misuse of this policy to change your major away from a particular program to go through Academic Forgiveness and then change your major back to the original major.

Veterans - Have you ever received educational benefits from the Department of Veterans Affairs? No Yes

I have discussed the ramifications of educational benefits from the Department of Veterans Affairs regarding academic forgiveness.

VA Certifying Official Date Student-Athletes - Have you ever participated in an intercollegiate sport? Yes No I have discussed the ramifications regarding academic athletic eligibility. Athletic Academic Advisor Date All Students - I have discussed the above advising notes with the student who is applying for Academic Forgiveness per this application. College Academic Advisor - College Advising Center/Office Date Minnesota State University, Mankato MINNESOTA STATE A member of the Minnesota State system and an Affirmative Action/Equal Opportunity University. This

> document is available in alternative format to individuals with disabilities by calling the Registration and Academic Records at 507-389-6266 (V), 800-627-3529 or 711 (MRS/TTY) RAAR8/2022

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