Academic Forgiveness Policy and Request

BlueRidge
COMMUNITY AND TECHNICAL COLLEGE

Print Form

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Student Name

SID

Today's Date

Read the two statements below and check the box next to your request (one only).

- ☐ I wish to have **all** grades of **D** and **F** removed from the calculation of my GPA.
- ☐ I wish to have **all** grades of **F** removed from the calculation of my GPA.

Read and check if all statements below are applicable to your student academic account as of today.

- ☐ I have been out of full time higher education for four years or more prior to my readmission at Blue Ridge CTC.
- ☐ I have at least 12 earned credit hours on my academic transcript at Blue Ridge CTC.
- ☐ I have at least a 2.0 institutional GPA.
- ☐ I understand that the courses, for which grades are removed from the calculation of my GPA, cannot be used to fulfill graduation requirements.
- ☐ I understand that all courses and their grades, regardless of whether they are used in the calculation of my GPA, will appear on my transcript (grades will appear on transcript as D~ or F~).
- ☐ I understand that this decision is final and I have read on the complete policy on the back and understand it.

I have reviewed the policy on the back of this form and certify that all of the above statements apply to my student account. I also understand that this has no bearing on financial aid status, it will only affect academic GPA.

Student Signature: _____ **Date:** _____

I agree that this student meets the qualifications to request Academic Forgiveness and I have reviewed the policy on the back of this form and their transcript with them.

Advisor Signature: _____ **Date:** _____

BE SURE TO REVIEW THE POLICY ON THE BACK

Academic Forgiveness Policy

The academic forgiveness policy does not alter, change, or amend any other existing policies at Blue Ridge Community and Technical College and is formulated to be consistent with Series 22 of the West Virginia Council for Community & Technical Education and supersedes all previous academic forgiveness policies at Blue Ridge Community and Technical College.

Academic forgiveness is intended for the student who is returning to college with a grade point deficiency. A student readmitted after July 1995 may be eligible for academic forgiveness unless the student has been placed on final academic suspension. A student who has incurred three academic suspensions from any institution of higher education is on final academic suspension and does not qualify for academic forgiveness. However, a student on final suspension may appeal this decision to the Blue Ridge Community and Technical College Admissions and Credits Committee, according to procedures in the section on "Academic Suspension" in this Catalog. If the third suspension is repealed, the student may apply for forgiveness by submitting a written request to the registrar, as established in this policy.

- This policy covers only those students who have not been enrolled as a full-time student (12 or more semester credit hours) at any institution of higher learning during the four consecutive academic years immediately preceding the readmission semester.
- This policy is limited to students who have not yet been awarded their first academic degree.
- Academic forgiveness will be granted only once for any student.
- To be eligible for academic forgiveness, a student who does not qualify for readmission because of a low GPA may be admitted to the College and placed on academic probation.
- The academic forgiveness policy may be applied after a readmitted student has earned twelve credit hours that apply toward graduation with a minimum GPA of 2.0. These twelve hours must be earned at Blue Ridge Community and Technical College.
- During the first semester of re enrollment, a student desiring academic forgiveness must complete an Academic Forgiveness Request form and file it in the Registrar's Office. This request must certify that the applicant has not been enrolled as a full-time student (twelve or more credit hours) in any institution of higher learning during the four consecutive academic years immediately preceding the readmission semester. If the student has attended any institution of higher education on a part-time basis during the specified four-year period, the student must have earned at least a 2.0 GPA in all course work attempted.

The Academic Forgiveness Request form requires the student in indicate whether he or she wishes to exclude from the GPA calculation (1) all F and IF grades; or (2) all F, IF, and D grades earned prior to the four consecutive academic years immediately preceding the beginning of the readmission semester. This includes those grades appearing as transferred grades on the official transcript. If a student chooses to have all D grades excluded from the GPA calculation, it is with the understanding that the courses for which the D grades were earned cannot be used to satisfy any requirements for graduation. When and if all prerequisite conditions have been met, academic forgiveness will be granted upon the successful completion of twelve credit hours of courses numbered 100 or above with a minimum GPA of 2.0. The Associate Registrar will then officially calculate the student's current GPA. However, no grade will be removed from the permanent record. A student awarded forgiveness under this policy does not qualify for graduation with honors. This policy pertains only to the calculation of the GPA required for graduation. Academic forgiveness does not pertain to a GPA calculated for special academic recognition (such as graduating with honors) or to the requirements for professional agencies, or the West Virginia Board of Education. The College is not bound by the decision of any other institution to disregard grades earned in college courses. Similarly, students should be aware that other institutions may not recognize academic forgiveness extended by Blue Ridge Community and Technical College.