

PROCEDURE

Number: 8.6.16.1
Related Policy: 8.6.16
Title: Academic Forgiveness
Responsibility: Registrar

Original Approval Date: 06-19-2003
Last Cabinet Review: 06-14-2023
Last Revision: 06-14-2023

President

The purpose is to recognize the new focus and purpose of the returning student and provide a way of reflecting a measurement of their current academic achievements without previously earned grades lowering their overall grade point average.

Application Process

- A. The returning student may complete an Academic Forgiveness Form through the Registrar's Office within the first two terms of re-enrollment.
- B. The final decision of granting Academic Forgiveness will be made by the Registrar in consultation with the Department Chair or designee for the program for which the student is currently enrolled.
- C. Upon review of the application, a letter will be sent to student approving or denying the request.
- D. If denied, the student may appeal within 10 days to the Executive Vice President for Academic and Workforce Development, whose decision is final.

Although the forgiven grades will not be used in the calculation of the student's cumulative grade point average, it will remain a part of the student's academic transcripts and will be included should those transcripts be requested by another institution.

Eligibility Requirements

- A. Academic Forgiveness is only for students who attended HGTC previously and earned a cumulative GPA below 2.0 and wish to re-enroll at HGTC.
- B. Two years must have elapsed from the end of the last semester of attendance at HGTC and the time of re-enrollment.
- C. Students must have previously attempted 12 credit semester hours in two (2) sequential semesters or less at HGTC, exclusive of W's, and have a cumulative GPA below 2.0 for those courses taken before re-enrollment to qualify for Academic Forgiveness. The student must be accepted into an associate degree, diploma, or certificate program.

- D. Grades earned from colleges other than HGTC are not eligible for Academic Forgiveness from HGTC.
- E. Students who have earned an associate degree, diploma, or certificate for HGTC are not eligible for Academic Forgiveness.
- F. Academic Forgiveness may be granted once in a student's career at HGTC and cannot, at any time, be revoked. If granted, previous academic work at HGTC will be disregarded with respect to course prerequisite and graduation requirement.
- G. Application for Academic Forgiveness may be made only after achieving 12 credit semester hours in courses at the 101 or higher level with a "C" or better in two sequential semesters. Application must be made within the first two terms of re-enrollment.
- H. Academic Forgiveness, if granted, applies only to coursework taken prior to the term of re-enrollment.
- I. If Academic Forgiveness is granted, previous academic work approved for Academic Forgiveness at HGTC will be disregarded with respect to graduation requirements at HGTC. The prior academic record will remain part of the student's transcript but is not carried forward as part of a new program to which the student is admitted. The transcript will indicate "Academic Forgiveness" and the date granted, and will reflect no credits attempted, no credits earned, and no grade points earned. Subsequent College study will be entered in accordance with the current catalog.
- J. Future colleges and universities may or may not consider all grades earned, even those forgiven through HGTC's Academic Forgiveness program, when evaluating students for admission.
- K. Granting Academic Forgiveness does not guarantee acceptance into all career specific programs, which have grade requirements and time limits.
- L. All students are responsible for satisfying requirements for their academic programs and for maintaining the required GPA.
- M. Granting Academic Forgiveness to a student's record may have an affect or alter access or qualifications for financial aid and scholarships depending upon specific governmental or agency laws or regulations, which prohibit such award. Students who plan to receive any type of student aid, including veterans' benefits, should discuss the impact of Academic Forgiveness with their Financial Aid Officer.
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