MINNESOTA STATE COMMUNITY AND TECHNICAL COLLEGE

Policy Name: Academic Forgiveness Procedure

Purpose

To allow students the ability to establish a successful academic record at Minnesota State Community and Technical College.

Procedure

1. Student submits completed on-line Academic Forgiveness form found at www.minnesota.edu

2. Associate Registrar of student’s home campus reviews transcript to determine if student has met eligibility requirements. *

3. If approved, Associate Registrar processes approved Academic Forgiveness.

4. Associate Registrar communicates decision with the student. If approved, the Associate Registrar will send a revised transcript to the student. If not approved, Associate Registrar will send a letter with policy and explanation.

5. Associate Registrar will work with Transfer/DARS Specialist to update DARS.

* Grades of FW issued in the Spring 2011, Summer 2011, and Fall 2011 are treated like F letter grade and are eligible for Academic Forgiveness. During these three semesters the FW was used in calculating the student’s term and cumulative Grade Point Average (GPA).

FW’s issued beginning in the Spring of 2012 and forward are not eligible for Academic Forgiveness as they are not calculated in the term or cumulative GPA.

References
M State Policy 3410-1-01 Academic Forgiveness
Steward: Chief Academic Officer
Approval Date: March 1, 2005
Implementation Date: March 1, 2005
Revised Policy Format Only: December 13, 2012
Revised Procedure: June 13, 2014