

MINNESOTA STATE COLLEGE SOUTHEAST

Academic Forgiveness Policy/Appeal Form

Academic Forgiveness gives a student who has been away from Minnesota State College Southeast at least one year a one-time opportunity to establish a new grade point average.

The student must meet the following criteria to apply for Academic Forgiveness:

- May not have previously graduated from a program at MSC Southeast.
- May not be enrolled at MSC Southeast for at least one year (including one summer session and two semesters) prior to re-enrollment.
- Must successfully complete the first 12 attempted credits with a term GPA of 2.5 and 100% completion of all courses registered for upon readmission to MSC Southeast.

If academic forgiveness is granted, the Registrar will make the following changes to the student's academic transcript:

- No grades on record prior to the date of academic forgiveness will be used in computing the student's cumulative grade point average; however, credits are considered as attempted and will be printed on the transcript.
- No credit from MSC Southeast will be granted for any coursework taken prior to the date of forgiveness.
- No coursework taken from MSC Southeast prior to the date of academic forgiveness may be used toward completion of graduation requirements.
- Transcript will contain a statement of when academic forgiveness begins.

MINNESOTA STATE COLLEGE SOUTHEAST

Academic Forgiveness Appeal Form

MSCS is asking you to provide private information in order to process your Academic Forgiveness Appeal Request. This information will be used to update your academic record. You are not legally required to provide this information; however, the college may not be able to effectively process your request if you do not provide sufficient information. Access to this information will be limited to school officials, including faculty who have legitimate educational interests in the information. Under certain circumstances, federal and state laws authorize release of private information without your consent: to other schools in which you seek or intend to enroll, or are enrolled; to federal, state or local officials for purposes of program compliance, audit or evaluation; as appropriate in connection with your application for, or receipt of, financial aid; if the information is sought with a court order or subpoena; or as otherwise permitted by other state or federal law.

Section 1: To be completed by the student. Return completed form to registrar@southeastmn.edu.

Date: _____

First Name: _____ Last Name: _____

Student ID Number: _____

Street Address: _____

City: _____ State: _____ Zip: _____

I understand the conditions outlined in the Academic Forgiveness Policy and request that my academic record be reviewed.

Signature: _____ Date: _____

Section 2: To be completed by the Registrar.

_____ The student has qualified for academic forgiveness.

_____ The student has not qualified for academic forgiveness.

Reason for not qualifying: _____

Signature: _____ Date: _____

Copies: Student
Financial Aid
Student File