

Academic Forgiveness

University Procedure 260

1 **Section 1. Purpose**

2 Academic forgiveness promotes a learning environment in which students who improve
3 their academic performance can renew their commitment to academic success and
4 earn their degree. This procedure clarifies how students seek academic forgiveness and
5 how their educational records will be maintained.

6 **Section 2. Definitions**

- 7 • Credit-bearing courses: Metro State University courses in which a student earned
8 a grade of A, B, C, D, or S. See University Policy 2080, Grading Policy.
- 9 • Cumulative Grade Point Average (GPA): the average of all grades earned at
10 Metro State and is calculated as described in University Policy 2080 and by the
11 Registrar's Office.
- 12 • Financial Aid Eligibility: a student's eligibility for federal financial aid as well as
13 additional forms of financial aid. According to federal regulations, credits and
14 grades for which students have been granted academic forgiveness must
15 continue to be included when determining the cumulative GPA, percentage of
16 credits completed, and the maximum time frame calculations.
- 17 • Non-credit-bearing courses: Metro State University courses in which a student
18 received, or currently has, a grade of F, W, N/C, I, or IP.
- 19 • Satisfactory Academic Progress (SAP): Defined in University Policy 2060, the
20 terms by which students are placed on or removed from academic warning or
21 suspension. SAP minimum completion rates and grade point averages are also
22 applied to determine financial aid eligibility.

23 **Section 3. Procedure**

24 A. Eligibility.

25 The eligibility requirements listed in Policy 2600 shall be applied as follows

- 26 i. The six (6) consecutive semesters includes summer terms.
- 27 ii. Academic challenges will have been such that the student's GPA and
- 28 completion rate prior to separation results in warning, suspension, or a
- 29 cumulative record that makes it unreasonably difficult for the student to
- 30 complete a degree without academic forgiveness. For example, a student
- 31 who stopped out and is readmitted in good academic standing with a GPA
- 32 above 2.0 would not normally be considered for academic forgiveness.
- 33 iii. The admissions office will conduct the readmission process as usual for all
- 34 students.
- 35 iv. Students seeking academic forgiveness must meet with their academic
- 36 advisor a minimum of one time (in person, virtually, or by phone).
- 37 v. If a student enrolls in more than the minimum six (6) credits, their
- 38 minimum average GPA will be based on all the credits enrolled or earned
- 39 at the time the student applies for academic forgiveness. Students may
- 40 complete this requirement in one (1) semester instead of two (2).

41 B. Process:

- 42 i. Admissions counselors and academic advisors shall inform students about
- 43 academic forgiveness as part of their reentry to the university. This
- 44 information should include advisement that credit-bearing grades are also
- 45 removed from future GPA calculations, in other words, that the student's
- 46 GPA will be reset to 0.0, as when they were first admitted.
- 47 ii. After meeting all eligibility requirements, students seeking academic
- 48 forgiveness complete an Academic Forgiveness application and submit
- 49 the completed form to the Registrar.
- 50 iii. If the student is eligible for academic forgiveness based on their complete
- 51 credits and earned grades within the first two semesters, the application
- 52 will be approved.

53 C. Implementation: Once academic forgiveness has been approved,

- 54 i. Academic forgiveness will be noted on the transcript at the time it
- 55 occurs.
- 56 ii. Metro State course grades earned during the semesters prior to the
- 57 break in attendance and readmission will remain visible on the
- 58 student's transcript, but will not be included in the calculation of the
- 59 student's overall GPA.

- 60 iii. All prior credit-bearing courses (those having grades of A, B, C, D, or
61 P) will still count as earned credits and apply to degree requirements.
62 iv. All prior non-credit-bearing courses (those have grades F, W, U, I, or
63 IP) will not count as earned credit.

64 **Section 4. Authority**

65 This procedure is issued pursuant to the Board Policies and System Procedures of the
66 Minnesota State Colleges and Universities system and the policies and procedures of
67 Metropolitan State University.

68 **Section 5. Effective Date**

69 This university procedure shall become effective upon signature by the president, and
70 shall remain in effect until modified or expressly revoked.

71 **Section 6. Responsibility**

72 The Provost or their designee is responsible for implementation of this procedure.

73 **Section 7. Review**

74 This procedure shall be reviewed on a biennial basis or as needed.

75 **Section 8. Signature**

Issued on this date: July 1, 2024

Virginia “Ginny” Arthur, JD
President

Date of Implementation:	07/01/2024
Date of Last Review:	n/a
Date and Subject of Amendments:	n/a
Additional History and/or Revision Dates:	n/a