I. Academic Forgiveness Eligibility, Restrictions, and Explanations

A. To be eligible for Academic Forgiveness, a student must:

1. Be a currently enrolled, degree-seeking student in the University of Wisconsin Colleges.

2. Have a cumulative grade-point average below 2.00 at the time of admission/readmission to the University of Wisconsin Colleges.

3. Not have been enrolled in an institution of higher learning for at least three continuous years prior to admission/readmission into the University of Wisconsin Colleges, except for completion of courses that were a precondition for admission/readmission. Enrollment in any credit course through any academic institution course delivery system disrupts the required three-year non-enrollment period, even if the student withdrew from the course(s).

4. Be in good academic standing for the first 12 credit hours earned from the University of Wisconsin Colleges before applying for forgiveness.

B. If Academic Forgiveness is granted, the student’s total GPA will be based solely on credits earned after admission/readmission into the UW Colleges. However, all courses taken three or more years prior to admission/readmission (and the grades received) will continue to appear on the student’s record. Students should be aware that other institutions may consider these when making transfer and admission decisions.

C. If Academic Forgiveness is granted, all courses with a credit-worthy grade (D- or better) earned three or more years before admission/readmission, up to a maximum of 30, may be used to satisfy degree requirements even though they are not included in the student’s cumulative GPA. Exceptions are made for “core courses” (ENG 102 and MAT 108/110/124) and any other courses in which degree requirements or policy mandate a student must achieve a specified, minimum course grade (e.g. “C” or better) for successful completion.

D. Academic Forgiveness of grades earned three or more years before admission/readmission may be granted only once.

II. Academic Forgiveness Procedures
A. In order to apply for Academic Forgiveness, a student must obtain an Academic Forgiveness application developed by the Registrar’s Office and supplied to campus Student Affairs offices, as well as a degree audit and an unofficial transcript.

B. The student applying for Academic Forgiveness must submit the completed Academic Forgiveness application, degree audit, and unofficial transcript to an advisor who will review the materials with the student.

C. If the advisor and the student agree that the student meets the eligibility requirements and that Academic Forgiveness would be beneficial, the student will submit in writing a letter and all supporting materials to the campus Assistant Campus Dean for Student Affairs.

1. If the application for Academic Forgiveness is approved, the student and the Registrar’s Office shall be notified within ten (10) working days from receipt of the application materials. The Registrar will update the student’s record and transcripts and provide an updated transcript to the student and the Assistant Campus Dean for Student Affairs from the requesting campus to place in the student’s academic file.

2. If the application for Academic Forgiveness is denied, the student shall be informed within ten (10) working days from receipt of the application materials. The student may appeal the decision to the campus Dean/CEO within five (5) working days of receiving the decision.

III. Advising

A. A student working with an academic advisor should consider carefully the advantages and disadvantages of Academic Forgiveness in relation to his/her academic record and progress toward a degree. If a student has taken courses potentially subject to Academic Forgiveness that have a positive impact on his/her cumulative GPA, Academic Forgiveness might not be best. Course-specific repeats might be a better option.