



601 Laclede / Neosho, MO 64850
Neosho • Cassville • Nevada • McDonald County • Webb City

Academic Forgiveness

1. Academic forgiveness may be granted for all Crowder College courses taken during one (1) semester and one time during a student's academic career and must be requested prior to graduation. Academic forgiveness cannot be used to forgive courses earned at another institution. Academic forgiveness is a policy of Crowder College and as such may not be recognized by outside institutions or agencies.
2. A student may complete and submit an Academic Forgiveness form to the Records Office at any time during the semester. The Records Office will review petitions and ensure students have met all conditions prior to granting academic forgiveness. Final approval for all academic forgiveness applications will be granted by the Vice President of Student Affairs. A response will be received within 5 to 10 business days. Once academic forgiveness is granted, a student cannot later ask that it be rescinded.
 - For students not continuously enrolled, academic forgiveness will be granted following a one (1) year absence or if the most recent twelve (12) credit hours have been completed while achieving a minimum 2.0 semester GPA.
 - For students continuously enrolled, academic forgiveness will be granted if the most recent twelve (12) credit hours have been completed while achieving a minimum 2.0 semester GPA.
3. All courses remain on the student's transcript, but the forgiven semester is not calculated in the graduation GPA. Credit hours or courses subject to academic forgiveness cannot be used to meet any academic requirements (e.g., including but not limited to graduation, prerequisites, or certification). Therefore, students must repeat courses needed to fulfill requirements for degree or certificate completion. Academic forgiveness will be marked on the transcript.
4. Academic forgiveness cannot be used to forgive ineligibility for financial aid, athletics, or other department scholarships which may result from academic deficiencies. Academic forgiveness will only apply to the academic records. The student's academic transcript; however, will be a full and accurate record of the student's academic career. For students receiving academic forgiveness, the transcript will record the graduation GPA excluding courses for which academic forgiveness has been granted. Students receiving financial aid or scholarships should contact financial aid or the department awarding the scholarship, prior to submitting the academic forgiveness form, to receive proper advisement on future eligibility.

I have read and understand the above Academic Forgiveness Policy.

Semester I am requesting to have academically forgiven: _____

Name: _____ SSN: _____

Address: _____

E-Mail Address: _____ Phone: _____

Student Signature: _____ Date: _____

FOR OFFICE USE ONLY

Continously Enrolled 12 hrs completed w/2.0 gpa or above 1 year absence

Granted Not Granted

Comments: _____

Records Department

Date

Vice President of Student Affairs

Date