

| Minnesota State University, Mankato<br>University Policy                              |  |
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| <b>Policy Name:</b> Academic Forgiveness for Undergraduate Students                   | <b>Effective Date of Last Review:</b><br>May 3, 2019 |
| <b>Custodian of Policy:</b><br>Provost and Senior Vice President for Academic Affairs | <b>Date of Last Review:</b><br>September 2018        |
| <b>Date of Adoption:</b><br>May 14, 2002  | <b>Date of Next Review:</b><br>September 2025        |

**POLICY**

Academic Forgiveness gives an undergraduate student a one-time opportunity to establish a new Grade Point Average (GPA). Academic Forgiveness only applies to Minnesota State Mankato coursework. Academic Forgiveness does not apply to the calculation of GPA or credit completion rate when determining financial aid eligibility.

An undergraduate student applying for Academic Forgiveness must meet the following conditions:

1. The student has not been enrolled in any Minnesota State Mankato courses for a minimum of 3 consecutive academic years prior to the “point of academic forgiveness;”

OR

The student selected an unsuitable major leading to academic performance less than their academic ability and has changed to a major in a different discipline

AND

2. Upon returning or change in major, the student must demonstrate adequate academic ability by completing a minimum of 12 semester credits at Minnesota State Mankato with a minimum term GPA of 2.00 and a grade of “C” or higher in each class.

**RATIONALE**

Academic forgiveness provides students who have had academic difficulties at an earlier stage of their academic career, or those students who had selected an unsuitable major, an opportunity to improve their GPA for program admission, application for graduate school, and/or improve their academic standing at Minnesota State University, Mankato.

See Academic Forgiveness for Undergraduate Students Procedure

# PROCEDURE

## Procedure Name: Academic Forgiveness for Undergraduate Students

The Academic Forgiveness Procedure is intended to provide clarification on the implementation of the policy.

1. Students must consult with an academic advisor to determine if Academic Forgiveness would be beneficial and to ensure all conditions are met prior to completing the application for academic forgiveness, which is available on the Registration and Academic Records website.
2. Students must complete a minimum of 12 semester credits at Minnesota State Mankato with a minimum term GPA of 2.0 and a grade of "C" or higher in each class. If more than 12 credits are completed in the semester(s) used to meet this requirement, all classes must meet the GPA and grade requirement.
3. The "point of forgiveness" for unsuitable major is determined by the starting date of the new major in the student records system. The first 12 or more credits after the "point of forgiveness" begins in the term following the start date of new major. The "point of forgiveness" for a student returning after 3 years would be the first term they return to Minnesota State Mankato.

4 Students may request to exclude all courses with a grade of F, or all courses with grades of D+, D, D- and F prior to point of academic forgiveness unless previously used toward an earned degree, previously completed graduation requirements, or other credentials (e.g. major/minor requirement, goal area within General Education, MnTC, certificate, etc.) After a degree or credential is posted, courses taken prior to the degree or credential posting date are not eligible for forgiveness. Credits earned through consortium are not eligible for forgiveness. Credits earned while receiving Veteran's Benefits and/or used in athletic academic eligibility may not be eligible for forgiveness if it changes the student's past or current eligibility status.

5. Excluded courses cannot be used to satisfy any academic requirement including degree, certificate, and graduation requirements.
6. Academic forgiveness will be noted on the Minnesota State Mankato transcript at the time it occurs. Grades from excluded courses will be displayed on a Minnesota State Mankato transcript in brackets. The grades in excluded courses will not be included in academic local or total cumulative GPA calculations, attempted, or earned credits. The grades and credits will continue to be used in calculations of GPA and completion rate for financial aid eligibility
7. It is considered a violation of this policy and procedure to change majors to qualify for academic forgiveness and return to the previous major.

| <b>Policy:</b>                           |                       |                      |
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| <b>Formal Review Process</b>             | <b>Date Submitted</b> | <b>Date Reviewed</b> |
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| <b>✓ Vice President's Recommendation</b> |                       | <b>Date</b>          |
|  |                       |                      |
| <b>✓ President's Approval</b>            |                       | <b>Date</b>          |
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