

**INDIANA UNIVERSITY EAST
PETITION for GRADE FORGIVENESS**

*Your petition will be processed only after you have successfully completed at least 12 credit hours of graded coursework, at IU East, with a GPA of at least 2.0 in each class.
See reverse side for more complete details.*

Student Name _____ ID Number _____

Enrollment Period: First semester to be processed for forgiveness (circle the semester, fill-in the year):

Fall
Spring
Summer I Year _____
Summer II

Enrollment Period: Last semester to be processed for forgiveness (circle the semester, fill-in the year):

Fall
Spring
Summer I Year _____
Summer II

of Credit Hours to be Forgiven _____ Current *Program* GPA _____

The above is eligible for grade forgiveness and I recommend // do not recommend that this student exercise their right to grade forgiveness.

Advisor's Signature

Date

I acknowledge that I have met with my academic advisor who has explained the ramifications of exercising my right to grade forgiveness. I wish to exercise that right and understand that my original grade(s) and credit hour(s) will not be counted in my re-calculated program GPA. All grades, however, will continue to appear on my transcript.

Student's Signature

Date

- Grade forgiveness has been applied to this student's academic record.
- Grade forgiveness has NOT been applied to this student's academic record.

Office of the Registrar

Date

IU East Petitioning Guidelines for Grade Forgiveness

1. Meet with your advisor to review the IU East grade forgiveness policy and your options.
 2. If eligible, complete the [Petition for Grade Forgiveness](#) with your academic advisor's assistance.
 3. Your academic advisor will forward your petition to Student Records (WZ116) for final processing.
 4. The Office of Student Records will notify you when/if forgiveness is applied to your academic record.
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Criteria: Students who are enrolled in an IU East undergraduate degree program (BUSE, EDUC, HSS, NSM, NURS) may petition for grade forgiveness if all of the following conditions are met:

1. Student has experienced a gap in enrollment of at least two (2) calendar years. **THIS IS NEW!** Prior to Fall 2019, the gap of enrollment must have been four (4) calendar years. Effective Fall 2019, the required gap of enrollment will be reduced to two (2) calendar years.
2. Student has since completed at least 12 credit hours of graded course work, at IU East, and has passed all courses with a GPA of at least 2.0.
3. Student has passed all IU East courses with an average GPA of at least 2.0 in the current enrollment period.
4. The student is pursuing their first baccalaureate degree.

This grade forgiveness policy applies to all IU East undergraduate degree programs. Programs in system-wide schools (e.g., SWK) are excluded, as are baccalaureate degree programs offered from other institutions (e.g., Purdue).

Scope of Grade Forgiveness

Grade forgiveness is only available for courses completed at Indiana University. Forgiveness is not available to students in all schools, such that a student granted forgiveness in one academic unit may or may not receive forgiveness if transferring to another academic unit.

Schools are not required to adopt the general campus policy. Schools retain the right to grant, qualify, or refuse grade forgiveness to their degree candidates. Schools may specify GPA requirements for degree conferral, including specifying a minimum cumulative GPA that may exclude grades forgiven under the general campus policy.

Schools retain the right to consider all records of student performance in determining admission to the School, granting of honors, and other matters.

Use of Grade Forgiveness

Grade forgiveness may be invoked only once. Once granted, it cannot be revoked. Grade forgiveness will remove forgiven coursework from consideration in IU East degree programs, which permit this policy.

Students should utilize "grade forgiveness" for courses completed before re-enrollment and use "grade replacement" for courses completed after re-enrollment.

Students must obtain their advisor's approval to exercise grade forgiveness, and student should exercise the option before applying for graduation. Schools may require additional approvals and conditions.

Effect of Grade Forgiveness

Once grade forgiveness has been granted, the student starts with a recalculated program GPA with no hours and no points from the forgiven classes contributing to that GPA.

Grade forgiveness removes all academic (but not disciplinary) consequences from coursework.

A student's transcript should accurately reflect all of the student's academic work. Transcripts of students who exercised grade forgiveness will reflect all grades. A statement on the transcript will explain which grades have been excluded from the program GPA calculation.

Effective Date

Students may apply for grade forgiveness as early as Summer 2019. First effective term is Fall 2019.

Passed Faculty Senate - April 3, 2018