

APPLICATION FOR ACADEMIC FORGIVENESS-UNDERGRADUATE STUDENTS

Academic Forgiveness gives an undergraduate student a *one-time* opportunity to establish a new Grade Point Average (GPA). Students must consult with their academic advisor in their college advising center/office to determine if academic forgiveness would be beneficial and to ensure all conditions are met prior to submitting this application. Veterans and Student-Athletes need additional consultation. **See reverse side of application for information and required signature(s).**

For additional information related to the University’s official policy, go to <https://link.mnsu.edu/forgivenesspolicy>.

Student Name: _____ Tech ID/Star ID: _____

E-mail address: _____ Phone number: _____

An *undergraduate* student may apply for academic forgiveness when *one* of the following conditions is met:
Not been enrolled in any Minnesota State Mankato courses for a minimum of 3 consecutive academic years prior to the “point of academic forgiveness.”

Chose an unsuitable major which led to academic performance less than academic ability.

After one of the above requirements is met, the student then needs to demonstrate adequate academic ability by completing the following:

Minimum of 12 semester credits with a minimum GPA of 2.0, and a grade of “C” or higher in each course.

If Academic Forgiveness is approved, the student may request to exclude all courses with the grade of F, or all courses with the grades of D and F, prior to the point of academic forgiveness.

Request that all courses prior to academic forgiveness with the grade of F be excluded from GPA and attempted credits.

Request that all courses prior to academic forgiveness with the grade of F and D be excluded from GPA, attempted credits and earned (“D”) credits. Note: Does not apply for courses that were used to satisfy previous academic requirements or credentials (e.g., a degree, certificate, goal area within General Education, Veterans Benefits, Academic Athletic Eligibility etc...)

I have read the above information and have met with my academic advisor in my advising center/office and request that my record be evaluated for academic forgiveness.

All students MUST complete the back page of this application. Advising signature is required.

Student Signature: _____ Date: _____

Return this completed form to the Registration and Academic Records Office, WA 132 or submit at <https://onestop.mnsu.edu/app/registrar> using the topic Grades/Grade Changes.

Office Use Only-This section is **not** completed by student or advisor.

_____ Approve for academic forgiveness
_____ Does not qualify for academic forgiveness

Comments _____

Signature: _____ Title _____ Date _____

ACADEMIC FORGIVENESS FOR UNDERGRADUATE STUDENTS' ADVISEE GUIDE

You can apply for Academic Forgiveness for one of two reasons:

1. You have not enrolled in any Minnesota State Mankato courses for a minimum of 3 consecutive academic years period to the "point of forgiveness."
2. You selected an unsuitable major which led to an academic performance that is below your academic ability.

Following the "point of forgiveness," you must achieve a 2.00 GPA, and grades of "C" or higher in each class for the first 12 credits.

Important advising notes about Academic Forgiveness:

- It can only happen one-time in your academic career.
- It does not impact your credit completion rate – therefore, you should talk with the Campus Hub to learn about how this impacts financial aid warning or suspension status.
- It cannot apply to courses that were used to satisfy previous academic requirements or credentials (e.g., a degree or certificate, goal area within General Education, Veteran's Benefits, Academic Athletic Eligibility, etc...).
- You can choose to impact all of your Ds, or all of your Ds and Fs. It does not impact Ws.
- If you are applying because of an unsuitable major, you need to demonstrate adequate academic ability by completing a minimum of 12 semester credits with a minimum GPA of 2.00 and a grade of "C" or higher in each class.
 - o This applies to the first 12 semester credits after "point of forgiveness."
 - o Semester GPA will be used to determine whether you've met this requirement (if you have taken more than 12 credits during a semester, all of those credits will be used; if you have been part-time, multiple semester GPAs will be used until you have met or exceeded 12 credits).
 - o If you are applying because of an unsuitable major, what new major have you selected? What helps you feel confident that this major is more suitable for you?
- It is considered a misuse of this policy to change your major away from a particular program to go through Academic Forgiveness and then change your major back to the original major.

Veterans - Have you ever received educational benefits from the Department of Veterans Affairs? Yes No

I have discussed the ramifications of educational benefits from the Department of Veterans Affairs regarding academic forgiveness.

Signature of VA Certifying Official:

Date:

Student-Athletes - Have you ever participated in an intercollegiate sport? Yes No

I have discussed the ramifications regarding academic athletic eligibility.

Signature of Athletic Academic Advisor:

Date:

All Students - I have discussed the above advising notes with the student who is applying for Academic Forgiveness per this application.

Signature of College Academic Advisor:

Date:

[College Advising Center/Office](#)



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