

**SCHOOLCRAFT COLLEGE**  
18600 Haggerty Road, Livonia, Michigan 48152-2696

**ACADEMIC FORGIVENESS**

Schoolcraft College recognizes that students may need a “fresh start” at some point in their college careers. The Academic Forgiveness Policy enables a student to request that a portion of his or her academic record be factored out of the GPA. Before requesting Academic Forgiveness, the student should make every attempt to repair his/her transcript by repeating courses.

Students may seek Academic Forgiveness only once. Academic Forgiveness can only be granted one time and cannot be reversed. Should Academic Forgiveness be granted, the affected courses will be marked by an asterisk (\*) symbol on the transcript, and will be excluded from grade point average calculation. The original grades will remain a part of the transcript/permanent record.

**Due to federal regulations, the Financial Aid Office does not acknowledge Academic Forgiveness when calculating GPA to determine eligibility for aid. Transfer institutions may or may not acknowledge Academic Forgiveness when calculating GPA. It is the discretion of the receiving institution to determine how forgiven courses will be handled.**

Criteria for Academic Forgiveness

Those requesting Academic Forgiveness must meet and understand this criteria.

- Coursework for which the student is seeking forgiveness must be at least ten(10) calendar years old.
- Students must have completed at least an additional twelve (12) credit hours at or above a cumulative 2.0 GPA. All attempted courses must be completed with at least a 2.0 to demonstrate success, prior to requesting forgiveness. If the Registrar cannot determine a pattern of successful completion of courses with satisfactory performance, Academic Forgiveness may be denied.
- Academic forgiveness can be granted for one semester or session’s worth of work (regardless of the number of credits) OR a maximum of 12 credit hours total across several semesters/sessions.
- Forgiven courses will not be used toward graduation requirements.

## Process

- Written request filed by student in conjunction with a visit to the Counseling Center. Request must be signed by both student and counselor/academic advisor.
- Registrar has final sign off.
- Appropriate designations placed in Colleague.
- Notification and revised copy of transcript sent to student.

Proposed-Cabinet  
January 15, 2008  
Title Changes—Cabinet  
July 14, 2015