

3. The Course Forgiveness process will occur automatically after the course has been repeated and a new grade has been posted.
4. No course in which the last grade received was a “F” may be counted toward graduation.

The student must be aware also that the last recorded grade may be regarded by a senior institution as the grade of record for transfer purposes.

NOTE: Students enrolled in Nursing programs must adhere to the policies set forth by that program (see pages 103-112).

Academic bankruptcy

1. A student may request in writing to the Director of Admissions/Registrar to declare academic bankruptcy under the following conditions:
 - a. If fewer than three calendar years have elapsed since the semester/term for which the student wishes to declare bankruptcy, the student may declare academic bankruptcy on all coursework taken during that one semester/term provided the student has taken a minimum of eighteen semester credit hours of coursework at the institution since the bankruptcy semester/term occurred. All coursework taken, even hours completed satisfactorily during the semester for which academic bankruptcy is declared, will be disregarded in the cumulative GPA, but will remain on the permanent transcript.
 - b. If three or more calendar years have elapsed since the most recent semester/term for which the student wishes to declare bankruptcy, the student may declare academic bankruptcy on all coursework taken during a one- to three-semester/term provided the student has taken a minimum of eighteen semester hours of coursework at the College since the bankruptcy term(s) occurred. All coursework taken, even hours completed satisfactorily, during the semester/term in which academic bankruptcy is declared, will be disregarded in the cumulative GPA, but will remain on the permanent transcript.
2. When academic bankruptcy is declared, the transcript will reflect the term Academic Bankruptcy for each semester/term affected. When academic bankruptcy is declared, the transcript will reflect the semester/term of its implementation and will include the term Academic Bankruptcy Implemented.
3. A student may declare academic bankruptcy only once.
4. Implementation of academic bankruptcy at an institution does not guarantee that other institutions will approve such action. This determination will be made by the respective transfer institution(s).

NOTE: Students enrolled in Nursing programs must adhere to the policies set forth by the program.

Change of curriculum or program of study

Students accepted and enrolled in a particular program of study who seek to pursue another program of study must meet the requirements for admission to the new program. They should also complete the necessary curriculum change form available at the Office of Admissions. An updated plan of study may be obtained from CVCC’s web site. Students who change their program of study will follow the program requirements of the catalog current at the time of the program of study change.