

POLICY NAME:	713.04: Grading System: Course Forgiveness
EFFECTIVE:	04-24-08
SUPERSEDES:	713.04 issued 03-24-05; 03-26-98; 12-08-94
SOURCE:	State Board of Education Resolution
CROSS REFERENCE:	713.01, 703.03, 714.04

1. Course forgiveness occurs when a student repeats a course and the last grade awarded (excluding grades of W and WP) replaces the previous grade in the computation of the cumulative grade point average. The grade point average during the term in which the course was first attempted will not be affected. The official transcript will list the course and grade each time it is attempted.
2. When a course is repeated more than once, all grades for the course - excluding the first grade - will be used in computing the cumulative grade point average. Official records at the institution will list each course in which a student was enrolled.
3. It is the student's responsibility to request of the registrar that the forgiveness policy be implemented.