



## **Kutztown University Policy ACA-055**

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### **Undergraduate Academic Forgiveness**

#### **A. Purpose**

The purpose of this policy is to define the circumstances where students, who are readmitted to the university after a separation of at least four years, may have some or all of their past record of courses deleted from their transcripts.

#### **B. Scope**

This policy applies to undergraduate students.

#### **C. Key words and phrases:**

GPA – Grade point average

#### **D. Policy & Procedure(s)**

##### **The Purpose of Academic Forgiveness**

Academic readiness and situational factors may affect the academic performance of undergraduate students, especially first-time students, in the university setting. For a variety of reasons, including poor performance, students separate from the university and involve themselves in work and other life experiences. At present, students with a history of poor performance who choose to return to Kutztown University after years of separation often face obstacles created by their previous academic record.

##### **Rules and Procedure**

1. This policy applies to any student who seeks readmission to Kutztown University after having been separated from the university for at least four years.
2. Students must submit a completed Academic Forgiveness Application to the Office of the Registrar at the time of readmission to the University.
3. If granted, the student will start the rest of the program of study with a 0.00 GPA.

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4. Academic Forgiveness may only be applied once to a student's academic record and will only be applied if the student earns a semester GPA of 2.0 or above during the student's first semester back.
5. Academic Forgiveness will be applied to the student's record after the student completes the first semester with a GPA of 2.0 or higher. The student must be registered for at least 12 credits during that first semester.
6. A student who receives Academic Forgiveness must take at least 24 additional credits of graded coursework at Kutztown University before a degree will be granted.
7. The GPA calculations and individual course grades earned during the previous period of attendance will remain part of the permanent transcript record.
8. A notation will be made on the transcript indicating that the Academic Forgiveness Policy was applied and that the calculation of the overall GPA is based solely on grades earned after re-admission to the University.
9. Students would keep credits earned previously in courses for which a final grade of "C" or better was recorded. As is the case for transfer credits from other institutions, credits toward a degree will not be granted for courses in which a grade less than "C" was earned during the previous period of enrollment at Kutztown University.
10. This policy does not replace or alter the "10-year" rule and so students must be aware that courses in the major taken over 10 years prior to re-entry may be judged to be not applicable toward a degree.

**E. Effective Date**

Spring 2004

**F. Approved By**

University Senate – January 28, 1997

University President – January 28, 1997

University Senate – October 7, 1999

University Senate – May 29, 2004

University President – May 17, 2004

**G. Last Review**

August, 2009; August, 2010; August, 2011; August, 2012; August, 2013; August, 2014  
August, 2015; August, 2016; August, 2017; August, 2018; August, 2019