

FLORIDA	OFFICIAL
POLYTECHNIC	UNIVERSITY
UNIVERSITY	ACADEMIC POLICY

Subject/Title: Grade Forgiveness Policy
FPU Policy Number: FPU-5.0006AP
<input checked="" type="checkbox"/> New Policy <input type="checkbox"/> Major Revision of Policy <input type="checkbox"/> Minor Technical Revision of Policy
Date First Adopted: May 28, 2014
Date Revised:
Responsible Division/Department: Academic Affairs
Initiating Authority: Vice President of Academic Affairs

A. APPLICABILITY/ACCOUNTABILITY:

These guidelines on grade forgiveness are applicable to all members of the University community.

B. POLICY STATEMENT:

The Grade Forgiveness Policy is a method by which undergraduate and non-degree seeking students may repeat a limited number of courses, provided the initial grade earned for the designated course is less than a “C”, to improve their grade point average (GPA).

C. DEFINITIONS:

Grade Forgiveness: The repetition of a course for the sake of improving upon an earlier unsatisfactory performance in which the repeat course grade replaces the original course grade in the calculation of the student’s grade point average (GPA).

D. STATEMENT OF POLICY:

Undergraduate degree and non-degree seeking students may be eligible for grade forgiveness upon meeting the following requirements:

- Grade Forgiveness may only be granted for courses taken initially and then repeated at Florida Polytechnic University.
- An original course grade of C- or lower has been recorded on the student’s academic record.
- The repeated course grade must be higher than the recorded original course grade.
- The student must complete and file an application for grade forgiveness no later than the designated graduation application deadline date as stated in the Academic Calendar for the semester the student intends to apply for graduation. Students are strongly encouraged to apply for Grade Forgiveness upon the student’s completion of the repeat course.

Additional Conditions for Grade Forgiveness Eligibility:

- Grade Forgiveness is limited to two (2) courses (a single time per course) during a student's undergraduate career.
- Only 1000-4000 level courses are considered eligible for Grade Forgiveness.
- All course grades remain on the student's academic transcript. Grade Forgiveness granted courses will be appropriately designated by an official comment on the student's transcript.
- Courses in which a student has received an academic dishonesty penalty are not considered eligible for grade forgiveness.

Colleges may have further restrictions; therefore, the student should discuss their eligibility for Grade Forgiveness with their academic advisor. Applications for Grade Forgiveness can be obtained from an Academic Advisor or the Office of the Registrar.

ACADEMIC POLICY APPROVAL	
Academic Policy No. <u>FPU.S.006AP</u>	
<u>[Signature]</u> Initiating Authority	<u>5/28/2014</u> Date
<u>[Signature]</u> Academic Policies Committee Chair	<u>5/28/2014</u> Date
<u>[Signature]</u> Vice-President of Academic Affairs	<u>5/28/2014</u> Date
<u>[Signature]</u> President/Designee	<u>5-28-2014</u> Date
Approved by FPU BOT, if required	_____ Date