

OWENS COMMUNITY COLLEGE
PROCEDURES

Academic Forgiveness

Board Policy No.: 3358:11-2-45

PROCEDURES:

- A. Definition, Criteria and Eligibility.
1. The academic forgiveness policy is a means by which, under certain circumstances, a student's grade point average can be adjusted:
 2. If the student has not been enrolled at Owens for nine consecutive academic semesters, the student may be eligible to petition for academic forgiveness.
 3. Academic forgiveness can only be applied once; it is irrevocable and cannot be appealed.
 4. Academic forgiveness does not apply to coursework that has been included in the awarding of completed associate degrees or certificates.
 5. All courses and grades will remain on a student's academic transcript. However, courses excluded from grade point computation will have the notation "academic forgiveness applied."
 6. Course credits for forgiven grades cannot be used to meet degree requirements.
 7. Students are not eligible to complete a proficiency examination to meet the degree requirement for forfeited courses.
 8. A student must, since his or her return, successfully complete a minimum of 12 semester credit hours and have a grade point average of 2.0 and be enrolled in Owens courses to petition for academic forgiveness.
 9. Students planning to transfer to other colleges and universities should be aware that the receiving institutions' policies may dictate that all grades earned will be used in computing GPA for admission and other purposes.
- B. Petition for academic forgiveness.
1. The student must initiate the petition for academic forgiveness in consultation with an advisor.
 2. The petition should be directed to the Records Office.
 3. A final decision on the petition will be given in writing to the student within approximately thirty days of the filing of the petition with a copy of the decision placed in the student's permanent record in the Records Office.
 4. Academic forgiveness must be applied for and completed prior to graduation.
- C. Grade point adjustment following readmission to the college.
1. Students may petition to have grades forgiven after completing a minimum of twelve semester hours of credit (excluding developmental education hours) at a grade point average of 2.0 or better following readmission to the college
 2. Students who have not enrolled at Owens Community College for a minimum of nine (9) consecutive academic semesters may petition to have grades excluded from grade point computation for the following reasons:
 - a) Earned grades of "D", "F" or "FNC"
 - b) A course previously taken which is no longer in the course inventory system.

These procedures were reviewed by the Academic Standards Committee for implementation through the Office of Academic Services.

Any changes to the procedures must be submitted to the Board Secretary for President's Cabinet review. These procedures conform to the POLICY approved by the Board of Trustees on April 1, 2014, and said policy has been filed with the State of Ohio Electronic Rule Filing with the policy effective date of April 11, 2014.

Revised – Clarifications based on academic semesters Item 1 and Item C(2). 04 02 11

Revised – To allow grade point adjustments following readmission to the College; other changes to provide consistent implementation. 04 01 14