



North Carolina Central University
Application For Undergraduate Academic Forgiveness

Academic Forgiveness is a process which allows students to both resume their studies at North Carolina Central University after a period of non-enrollment and potentially mitigate the impact of previously earned unsatisfactory grades. Students sometimes are forced to withdraw from the University for either academic and/or personal reasons, but upon return, find that their attempts to gain admission to a program or apply for scholarships are hindered by their prior academic record. Academic Forgiveness permits students with an opportunity to renew their efforts to resume their education with the University and demonstrate that they are now prepared for academic success. The entire policy may be viewed at the following link:

<http://ecatalog.nccu.edu/content.php?catoid=9&navoid=1131#Satisfactory%20Academic%20Progress%20and%20Good%20Academic%20Standing>

Fall Semester _____ Year _____ Spring Semester _____ Year _____ Summer Semester _____ Year _____

Student Name: _____
Last First Middle

Student ID#: _____ Major: _____

Email Address: _____ Telephone #: _____

Mailing Address: _____
Street/P.O. Box City State Zip Code

Guidelines for Academic Forgiveness Policy

All eligible students who are interested in seeking Academic Forgiveness must contact the chairperson of the department in which they were previously enrolled. The chair of the department, upon review of the student’s academic record, will then recommend to the Dean of the school at issue that the student be readmitted. The Dean will then contact the University Registrar and ask them to offer the student a conditional readmission for the sole purpose of seeking academic forgiveness. In order to then receive Academic Forgiveness, students must:

- complete a minimum of twelve (12) consecutive credit hours from the University during the first semester the student is readmitted;
- earn a minimum GPA of 2.0 for the semester;
- make a grade of “C” or better in each class during the first semester the student is readmitted; and
- maintain, pursuant to the University’s Fostering Undergraduate Student Success Policy, a minimum course completion rate of 67 percent of attempted hours for each semester of enrollment.

Once the student has completed the above-referenced requirements, he/she must complete an application for Academic Forgiveness and submit it to the chairperson of the Undergraduate Admissions Standards Committee. The application shall include a letter of intent from the student, an approval form from his/her advisor, and a copy of the student’s transcript, which should include the grades earned in the semester of return. The committee will review the application, and if it is deemed successful, the committee will notify both the student and the University Registrar of the successful petition. The petition will then be forwarded to the Provost’s Office for final approval.

A successful petition for Academic Forgiveness will result in the forgiveness of all grades of less than “C” that the student earned in their prior enrollment. While all grades will remain on the student’s transcript, only the classes in which the grade earned was a “C” or better will count toward their graduation and cumulative GPA. Students should note, however, that all coursework, including that of the initial enrollment attempt, count toward their total of attempted hours. A successful petition will also result in a notation of “Academic Forgiveness” on the student’s transcript in the Office of the University Registrar.

Signature of Student Date: _____

Academic Advisor Date: _____

Department Chair Date: _____

Academic Dean Date: _____

Provost and Vice Chancellor of Academic Affairs

Date: _____