

Grade Forgiveness Request Form

Submit form to the Enrollment Management Office, Patterson Bldg. Rm. 106A

Any Stanly Community College student who has experienced a lapse of enrollment at the college for a period of three (3) consecutive academic years may, upon enrollment, make a request with the Dean of Enrollment Management and Academic Support Services to have prior coursework forgiven. The following criteria must be met:

1. The student must first complete at least 12 semester hours of credit with a 2.0 grade point average before requesting grade forgiveness.
2. The request must be made during the subsequent semester (excluding the summer session) after the 12 semester hours have been completed.
3. Coursework to be forgiven must be at least three (3) years old.
4. Only prior courses with grades below a "C" will be eligible for grade forgiveness.
5. The student must complete a Grade Forgiveness Form, which is available in the Student Development Office.
6. Only one Grade Forgiveness Request will be accepted per student. If the request is approved, the record of the earlier course work affected remains on the student's transcript but is not calculated in the cumulative grade point average. Eligibility for student financial aid is subject to satisfactory academic progress requirements based upon all academic work attempted.

Name of Student _____
Student I.D. #

Current Program of Study _____
Last Date of Attendance

Prefix & Course No.	Course Title	Sem./Qtr. Taken	Grade
COM-231	Public Speaking	Fall 2006	F

Example:

Signature of Student _____
Date of Request

_____ Approved

_____ Denied

Approval Signature _____
Date