

# PETITION FOR ACADEMIC FORGIVENESS

Rev 20110303 RO37



THE UNIVERSITY OF  
**TOLEDO**  
1872

Office of the Registrar

Main Campus  
Rocket Hall, Room 1100  
Mail Stop 322  
Toledo, OH 43606-3390  
Phone: 419.530.2704  
Fax: 419.530.4828  
registrar@utoledo.edu

Health Science Campus  
Mulford Library, Room 114  
Mail Stop 1041  
Toledo, OH 43614  
Phone: 419.383.3600  
Fax: 419.383.4003  
hsregistrar@utoledo.edu

## PLEASE PRINT

Under certain conditions, an undergraduate student who reenrolls in The University of Toledo after an absence from the University (or any academic institution of higher education) is permitted the opportunity to have his/her academic standing calculated from the point of readmission. For further details, please see the complete Academic Forgiveness Policy for The University of Toledo on the back of this petition.

**Rocket Number:** \_\_\_\_\_  
(May Use Social Security Number if Rocket Number Unknown)

**Name:** \_\_\_\_\_ **Previous Name(s):** \_\_\_\_\_  
Last First Middle (If applicable)

**Address:** \_\_\_\_\_  
Street Apartment No.  
\_\_\_\_\_  
City State ZIP Phone

**Home College:** \_\_\_\_\_ **Major(s):** \_\_\_\_\_

**Advisor:** \_\_\_\_\_

**Term Student First Attended UT:** \_\_\_\_\_ **Term Student Last Attended UT:** \_\_\_\_\_

**Term Student Returned to UT:** \_\_\_\_\_

**If less than 3 years duration since last attendance, please check this box:**   
Please attach proof of military enlistment.

**Other Institutions Attended and Dates of Attendance:**  
Please attach transcripts of all schools attended (excluding UT).

**Institution:** \_\_\_\_\_ **Dates of Attendance:** \_\_\_\_\_

**Institution:** \_\_\_\_\_ **Dates of Attendance:** \_\_\_\_\_

**Academic Progress Since Returning to UT:** Quality Hours Earned: \_\_\_\_\_ GPA: \_\_\_\_\_

## Student Statement of Academic Integrity

I verify that the above information is accurate and request consideration for the academic forgiveness policy of The University of Toledo.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

### COLLEGE OFFICE USE ONLY

#### Since Returning

Overall GPA: \_\_\_\_\_ Hrs Completed: \_\_\_\_\_ Signature: \_\_\_\_\_  
Date: \_\_\_\_\_  
Total Hrs Completed: \_\_\_\_\_ GPA: \_\_\_\_\_

**Approved:**  \_\_\_\_\_ Hrs Forgiven Prior to 

--	--	--	--	--	--

 Signature: \_\_\_\_\_  
**Not Approved:**  \_\_\_\_\_ (number) (term) Date: \_\_\_\_\_

Please forward completed form to the Office of the Registrar at Mail Stop 322 or FAX: 419.530.4828.

### OFFICE OF THE REGISTRAR USE ONLY

Processed by: \_\_\_\_\_ Date Posted: \_\_\_\_\_

# Academic Forgiveness Policy

Under certain conditions, an undergraduate student who reenrolls in The University of Toledo after an absence from the University (or any academic institution of higher education) is permitted the opportunity to have his/her academic standing calculated from the point of readmission. Once the student has demonstrated the ability to sustain a satisfactory level of academic performance, all grades of C-, D+, D, D-, F, E, P and WF are forfeited. Grades of A, A-, B+, B, B-, C+, C and PS only will be counted for credit.

The returning student is eligible to petition for the Academic Forgiveness Policy if one of the following criteria is met:

1. Former students who have not been enrolled at UT or any other accredited academic institution of higher learning for a period of at least **two** calendar years, during which time the student has a documented enlistment in the U.S. Armed Forces.
2. Former students who have not been enrolled at UT or any other accredited academic institution of higher learning for a period of at least **three** calendar years. This includes students who have been enrolled at another institution of higher education, but for whom there are at least three consecutive calendar years during which the student was not enrolled at an accredited academic institution of higher learning.

Students who would be eligible for academic forgiveness will follow the established procedures for readmission. Upon completion of 24 semester hours of graded academic course work in a baccalaureate degree program, or 16 semester hours of graded academic course work in an associate's degree program and a minimum time of two semesters as well as a minimum grade point average of 2.5 in courses since readmission, the student may elect to apply for academic forgiveness by submitting a written petition to the dean of the college.

If the academic forgiveness is granted by the dean, the following procedures will be applied:

1. The previous grade point average is deleted.
2. Credits from all courses taken during the previous enrollment at UT with a grade of C- or lower are removed (although the grades are retained on the academic transcript with the notation "Academic Forgiveness Policy").
3. Credits for all courses taken during the previous enrollment at UT with a grade of C or better as well as PS only will be counted for credit.
4. All calculations of quality hours, quality points and cumulative GPA will be adjusted.

The Academic Forgiveness Policy applies to all grades, including those taken on a pass-fail basis, earned during the previous enrollment period at UT. If a student received a grade of C-, D+, D or D- during the previous enrollment period for a course that is required in the degree program that the student is pursuing, the student must either retake the course or the dean of the college must approve a suitable substitution.

Under provisions of the Academic Forgiveness Policy, a student must be reenrolled at UT for a minimum of 32 semester hours before graduation.

Grades from all courses ever taken at UT and the resulting GPA (unadjusted by the Academic Forgiveness Policy) will be used for purposes of determining eligibility for University, collegial, departmental or professional honors or other recognition based upon the student's undergraduate academic career and record of academic performance.

A student may petition for the application of the Academic Forgiveness Policy to his/her record only one time in his/her career at UT. This policy is only available for undergraduate course work taken at UT and only for undergraduate students earning a first associate or baccalaureate degree.

Students may not petition for grade deletions under the University's GPA Recalculation Policy for Repeated Courses after they have used the Academic Forgiveness Policy.

**Note:** This policy does not apply to Graduate Studies.