

### CHAPTER 3: EDUCATIONAL SERVICES

Anoka-Ramsey Community College will establish academic standards, following accepted postsecondary standards.

The Academic Forgiveness Policy acknowledges that sometimes students' academic careers can be negatively impacted by various factors, thereby limiting future satisfactory academic progress. The policy recognizes that while students may not have satisfactorily met the academic requirements of their previous educational plans, they now may have the tools necessary to achieve their educational goals and re-enroll at Anoka-Ramsey Community College with a fresh start.

The Academic Forgiveness Policy provides a one-time opportunity to establish a new cumulative grade point average (GPA) at Anoka-Ramsey Community College.

- All grades remain on the transcript; only the cumulative GPA is recalculated.
- Academic Forgiveness will be applied to consecutive terms only, which includes two semesters or three quarters.
- Excluded courses cannot be used to satisfy any academic requirement, including prerequisites, repeated courses, or admission to specific programs including but not limited to Nursing or PTA programs. No exceptions will be made to this requirement.
- Consortium credits cannot be included in Academic Forgiveness.
- A notation of the Academic Forgiveness will be included on the transcript.
- Federal financial aid regulations do not recognize Academic Forgiveness.
- Academic Forgiveness will not be granted if a student has earned a degree or certificate from ARCC and applied any of the credits toward the award.
- Transfer institutions may not honor the Anoka-Ramsey Community College Academic Forgiveness policy. It is the student's responsibility to consult with transfer institutions.

#### **To qualify for Academic Forgiveness, the student must:**

- Attach an unofficial copy of their ARCC transcript to the Academic Forgiveness request.
- Not have been enrolled in credit-based course at ARCC for a minimum of three consecutive years prior to requesting Academic Forgiveness.
- Upon returning to ARCC, complete a minimum of 12 credits with a 2.5 grade point average before applying for Academic Forgiveness.
- Review the completed Academic Forgiveness Form with an Academic Advisor to determine whether Academic Forgiveness is an appropriate choice.
- Submit the approved Academic Forgiveness Form and unofficial ARCC transcript to the Office of Record and Registration for processing.

A member of the Minnesota State Colleges and Universities System. Anoka-Ramsey Community College is an equal opportunity employer and educator. This document is available in alternate formats to individuals with disabilities by calling 1-866-433-5590 or 763-433-1450 (TTY).

**STUDENT SECTION**

FIRST NAME: _____ MIDDLE NAME: _____	
LAST NAME: _____	
DATE OF BIRTH: _____	PHONE NUMBER: (_____) _____ - _____
EMAIL ADDRESS: _____	

I AM REQUESTING ACADEMIC FORGIVESS FOR THE FOLLOWING TERMS:

TERM 1:	YEAR:	TERM 2:	YEAR:
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I BELIEVE I AM A GOOD CANDIDATE FOR ACADEMIC FORGIVESS FOR THE FOLLOWING REASONS. PLEASE EXPLAIN HOW YOUR LIFE CIRCUMSTANCES AND APPROACH TO ACADEMIC ACHIEVEMENT HAVE CHANGD.

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*I HAVE READ AND UNDERSTAND THE TERMS AND CONDITIONS OF THE ACADEMIC FORGIVESS POLICY AS DESCRIBED.*

STUDENT SIGNATURE: _____	DATE: _____
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**ADVISOR SECTION**

*I HAVE DISCUSSED THE ACADEMIC FORGIVESS OPTION WITH THE STUDETN AND FEEL THIS IS AN APPORPRIATE CHOICE FOR THIS STUDENT*

ADVISOR SIGNATURE: _____	DATE: _____
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