



## Request for Academic Forgiveness Checklist

Course Prefix and Number(s) Requesting Academic Forgiveness: \_\_\_\_\_

Please read the following conditions on the Academic Forgiveness Policy (AFP) and check and initial each box to indicate that you read and understand each condition:

| Yes                      | No                       | Initial |  |
|--------------------------|--------------------------|---------|--|
| <input type="checkbox"/> | <input type="checkbox"/> |         | I understand that courses taken prior to fall semester 2003 may not be considered for academic forgiveness.  |
| <input type="checkbox"/> | <input type="checkbox"/> |         | I understand that the AFP shall apply only to courses taken at Clemson University. Course substitutions are not permitted.   |
| <input type="checkbox"/> | <input type="checkbox"/> |         | I understand that candidates for graduation must request academic forgiveness by the deadline to submit candidate grades.  |
| <input type="checkbox"/> | <input type="checkbox"/> |         | I understand that students may not invoke academic forgiveness after they have graduated. After graduation, students may repeat coursework, but both grades will be calculated in the grade-point average.   |
| <input type="checkbox"/> | <input type="checkbox"/> |         | I understand that the AFP may not be applied to a course taken Pass/No Pass.   |
| <input type="checkbox"/> | <input type="checkbox"/> |         | I understand that the AFP may not be applied to any courses in which the student was previously found in violation of the academic integrity policy.   |
| <input type="checkbox"/> | <input type="checkbox"/> |         | I understand that D or F grades in required courses may be eliminated before the course is repeated. If the course is required for graduation, it must be repeated satisfactorily at Clemson University before graduation. If the course is not required, it does not have to be repeated. Both grades will remain on the transcript, degree progress report, and other official documents, but the forgiven course will not be used in the calculation for hours or GPA. For financial aid purposes, courses repeated under this policy resulting in duplicated credit do not count for satisfactory academic progress. |
| <input type="checkbox"/> | <input type="checkbox"/> |         | I have checked with and understand how processing this academic forgiveness will impact my financial aid.  |
| <input type="checkbox"/> | <input type="checkbox"/> |         | Once academic forgiveness is processed, I understand that it cannot be reversed.   |
| <input type="checkbox"/> | <input type="checkbox"/> |         | I understand that I cannot apply academic forgiveness to a course taken at Clemson in which I have already received transfer credit for the course.  |
| <input type="checkbox"/> | <input type="checkbox"/> |         | I understand that completion of the form does not automatically grant academic forgiveness. Students will be notified via email of any <b>denied</b> request by the Office of Records and Registration.  |
| <input type="checkbox"/> | <input type="checkbox"/> |         | Do you plan on taking, or have already taken, this course at another institution and transfer it to Clemson?   |

CU email address \_\_\_\_\_

CU ID number \_\_\_\_\_

Student Name (Printed) \_\_\_\_\_

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

Date: \_\_\_\_\_