POLICY TITLE
Academic Clemency

POLICY NUMBER
ASOM 4.17.1

PRIMARY RESPONSIBILITY
Registrar

CREATION / REVISION / EFFECTIVE DATES
Created July 2015/Effective immediately; revised June 2016/Effective immediately; revised September 2017/Revised February 2019/effective immediately

PURPOSE
To allow for course to be excluded from calculation of student grade point average (GPA)

ORGANIZATIONAL SCOPE OR AUDIENCE
All credit seeking students

POLICY
A student who has returned to the College after an absence of at least three years may petition to the Campus Academic Officer or designee to exclude quarter and/or semester hours of coursework statistics from the cumulative GPA calculation. Courses excluded from the cumulative GPA calculation are no longer counted as earned credits and cannot be used to satisfy program requirements. They will remain in the student's term GPA, and will continue to appear on the permanent record.

This policy has no effect on calculating a student’s Rate of Completion, Maximum Timeframe, or Grade Point Average (GPA) calculations as pertains to Satisfactory Academic Progress.

PROCEDURE
Grade Point Average is calculated per ASOM 4.17, without considering courses approved for exclusion by Campus Academic Officer.

1. This is a one-time-only option.
2. Courses that applied to a degree, certificate, or other certification requirements already earned cannot be excluded.
3. Courses that are required to be repeated for completion of program objectives are not eligible for exclusion.
4. Courses with a grade of “C” or higher are not eligible for exclusion.
5. Skills Advancement courses are not eligible for exclusion.
6. Students may exclude up to 20 quarter hours or 15 semester hours, or any combination of quarter and semester hours, not to exceed 15 credit hours converted to semester hours.
7. Courses that have been approved for exclusion are not eligible to be restored.
The one-time exclusion rule, credit hour maximum, and waiting period for students who wish to exclude MATH 111 from their GPA will be relaxed beginning August 2010 through August 2012 for students who earn a passing grade in MATH 035, MATH 043, MATH 117 or MATH 118. As well, the one-time exclusion rule is applicable and will be relaxed for students who wish to exclude MATH 100 from their GPA for earning a passing grade in MATH 043.

MATH 122 or MATH 123 may be substituted for MATH 118 with the same grade substitution as if the student had repeated MATH 118. This opportunity is offered to accommodate students as MATH 118 is phased out of the curriculum.

IVYT 111, 112, 113, 114, 115, and 116 may be substituted for IVYT 101 with the same grade substitution as if they had repeated IVYT 101. This opportunity is offered to accommodate students as IVYT 101 is phased out of the curriculum.

REFERENCES
4.17 Grade Point Average Calculation
4.19 Standards of Progress
4.24 Course Substitution

RESOURCE PERSON
Campus Registrar