

Davidson County Community College

Application for Grade Forgiveness

DCCC Grade Forgiveness Policy:

Students who return to the College after stopping out for a minimum of 36 consecutive months (three years) and wish to make a "fresh start" in pursuing educational goals may apply for grade forgiveness. Grade forgiveness allows for "F" or "WF" grades earned at the College three or more years prior to current enrollment to be eliminated from the cumulative GPA calculation. **This process does not affect Financial Aid eligibility.**

To qualify for grade forgiveness, students must meet the following criteria:

- Not have been enrolled at the College for a minimum of three years prior to current enrollment
- Be currently enrolled in curriculum courses
- Have successfully completed a minimum of 12 semester hours of credit coursework with a grade of "C" or better

Additionally, the following points apply regarding the consideration of grade forgiveness:

- Grades earned at other colleges cannot be forgiven.
- Students may apply for grade forgiveness one time during their academic career at the DCCC.
- Forgiven grades remain on the transcript but are not calculated in the cumulative GPA.

To request grade forgiveness, students must complete an Application for Grade Forgiveness and submit it to the Student Records and Registration Office. Students will be notified by mail of the decision, and in cases of approval, GPA recalculations will be made in the Student Records and Registration Office.

Date: _____ **Student ID Number:** _____

Name: _____
First Middle Last

Mailing Address: _____
Street Address City State ZIP

List courses for which you are applying for grade forgiveness:

Course Prefix & Number <i>(Ex. ENG-111)</i>	Semester/Year <i>(Ex. Fall 1995)</i>	Grade Received <i>(F or WF only)</i>	Records Office Approval (Y/N)

Student Signature: _____ **Date:** _____

Date Received by Records Office: _____ **Date Processed:** _____

Student _____ does or _____ does not meet the eligibility requirements.

Director, Student Records Signature: _____