Petition for Academic Forgiveness

Policy:
If you have received failing grades in your first or first two consecutive terms of enrollment at Northern, you may petition to have the term(s) purged from your transcript under the following conditions:

1. The term for which you seek forgiveness must have taken place at least **three years prior** to this formal request for forgiveness and your semester grade point average at that time must have been **below a 2.00** (for each term); and
2. The terms involved in your request are limited to **your first** or **first two** consecutive terms at Northern; and
3. Since returning to Northern, you must have completed at least 12 credit hours (spread over one or more terms) and must have a minimum cumulative grade point average of 2.00 before applying for forgiveness; and
4. You **must not yet** have graduated from Northern.

The result of achieving Academic Forgiveness will be that the term(s) and all associated courses will appear on your transcript, with each course graded as "AF." A related notation will appear on your transcript.

I, _____, hereby request Academic Forgiveness for the following term(s):
(PRINT your legal name)

Summer 20 _____ Fall 20 _____ Spring 20 _____

_____ _____-_____-_____
Signature of Petitioner Social Security Number

_____ _____
Date Student ID

Action taken:

1. Criteria validated: a copy of the official transcript placed in the student's permanent record prior to executing purge and comment entered to database showing action taken:

   _____ _____
   Signature of Registrar Date

2. Changes made to database: _____ _____
   Signature of person making change Date