

Attachment 1

Clean Version

Proposed Revisions to University Handbook, Section F104

Academic Fresh Start and Forgiveness Policies

Approved by CAPP and FS Academic Affairs

F104 Academic Fresh Start and Academic Forgiveness GPA Policies

Purpose:

The Academic Fresh Start and Academic Forgiveness Policies enable an undergraduate degree-seeking student to neutralize, in part, the grade impact of prior academic performance. Academic Fresh Start and Academic Forgiveness provide for the computation of an alternative GPA and for the use of that GPA in most academic situations. A student may apply only once, and to only one or the other. The process cannot be reversed. A student may not apply for either policy until they are 1) an active student, and 2) meet the enrollment conditions for each individual policy.

Academic Fresh Start is intended to assist a student with a poor academic record to recover, without penalty, and have a fresh start upon readmission to resume their education.

1. Conditions for a readmitted student to be eligible to apply for Academic Fresh Start are:
 - a) The student was not enrolled in a K-State course for two (2) calendar years prior to readmission (fall, spring, summer or 24 months consecutively).
 - b) The student must be an undergraduate student seeking their first bachelor's degree.
 - c) The student has not earned a baccalaureate degree from K-State or another institution.
 - d) Prior to requesting the Academic Fresh Start, the student must have earned at least 12 credit hours over one or more terms with a cumulative undergraduate GPA of 2.2 or higher since being readmitted to K-State. Academic Fresh Start may be applied to up to five (5) consecutive terms of coursework not to exceed a maximum of 60 consecutive hours of course work. The coursework from these terms is excluded from the university undergraduate cumulative GPA calculation.
 - e) The choice of the starting point is designated by the student at the time of application for Academic Fresh Start. This starting point will be reviewed and approved by the Academic Standards Committee of the college or its equivalent.

Academic Forgiveness is intended to assist a student who has had poor academic performance due to a documented extenuating circumstance during their time at K-State.

1. Conditions for a student to be eligible to apply for Academic Forgiveness are:
 - a) The student experienced one or more extenuating circumstance, which caused a drastic change to the student's academic performance in one or two terms.
 - Extenuating circumstances are defined as circumstances which are unexpected, significantly disruptive and beyond a student's control, and which may have affected their academic performance.
 - b) The student must be an undergraduate student seeking their first bachelor's degree.
 - c) After the term(s) affected by the extenuating circumstance, the student earned a K-State GPA of 2.2 or higher at the end of the academic term in which the twelfth credit hour was earned.
 - d) Grades from up to two (2) consecutive terms may be excluded from the regular cumulative GPA calculation. Summer may be excluded as a consecutive term.
 - e) Documentation confirming the extenuating circumstance must accompany the student's application, to the Academic Standards Committee or its equivalent in the college Dean's office.

Additional Policy Conditions:

1. All coursework, grades and cumulative undergraduate GPA will remain on the academic record with a notation on the transcript that the Academic Fresh Start or Academic Forgiveness has been granted for each term approved.
2. The transcript will clearly indicate the starting point of the Academic Fresh Start/Academic Forgiveness as well as the Academic Fresh Start/Academic Forgiveness GPA.
3. Only K-State coursework is eligible for Academic Fresh Start or Academic Forgiveness through this policy.
4. All credit hours affected by Academic Fresh Start or Academic forgiveness may be used to satisfy degree requirements and earned hours, even though they are not included in the student's cumulative GPA. Specific degree requirements will still apply.
5. To be eligible for university academic honors, students must complete a minimum of 42 hours in residence, with at least 30 hours in graded courses after the Academic Fresh Start or Academic Forgiveness begins. Other academic policies will not be affected.
6. The granting of Academic Fresh Start/Forgiveness does not adjust the GPA, credits attempted, credits completed, and grades earned that are applicable to Satisfactory Academic Progress (SAP) for federal financial aid eligibility purposes and does not supersede federal financial aid policies.

7. Once a bachelor's degree is awarded by K-State, any K-State course(s) completed prior to the completion of that degree will not qualify for academic fresh start/forgiveness. Once a student has received their first bachelor's degree, this policy will not apply.
8. University-wide academic policies based on a cumulative GPA generally will use the Academic Fresh Start or Academic Forgiveness GPA. However, some academic programs are unable to use the Academic Fresh Start or Academic Forgiveness GPAs due to accreditation or regulatory compliance reasons. Some programs, such as those granting graduate school admissions or those leading to teacher licensure, may use all grades for the calculation of the GPA.
9. Academic Fresh Start/Forgiveness policies are K-State only. As such, students should be aware it may not be recognized by other institutions or agencies.

Procedures for applying for Academic Fresh Start or Academic Forgiveness:

1. Students should discuss their desire to pursue Academic Fresh Start/Forgiveness with an academic advisor in their college.
2. A student applies for Academic Fresh Start GPA or [Academic Forgiveness](#) GPA through the Academic Standards Committee or its equivalent in the college in which the student is enrolled.
3. A student must apply no later than the academic term prior to the one when the degree will be granted. (Students wishing to apply are encouraged to do so as soon as possible after qualifying.)
4. When applying, the student must indicate the point at which he or she wishes the Academic Fresh Start or Academic Forgiveness GPA to begin.
5. For students who experienced extenuating circumstances and are applying for Academic Forgiveness, the term(s) will be selected in consultation with the Academic Standards Committee of the college or its equivalent.