The University of Mississippi
Forgiveness Policy

An undergraduate student may improve his or her overall GPA by repeating a maximum of four courses (not to exceed 12 credit hours) in which the student received a grade of “C-“, “D” or “F” and requesting that the repeat grade be the only one counted in the GPA calculation. The repeat must be in the same course and must be taken at The University of Mississippi. The student must file a Petition to Invoke Grade Forgiveness Policy with the registrar, stating which courses are to be forgiven. For an upper division course, this Petition must be approved by the chair controlling the course. Once the student has declared one or more courses, different courses cannot be substituted at a later date. The forgiveness policy cannot be used to remove grades given for reasons of academic discipline. Forgiveness of a course grade will not change notations concerning academic standing or honors in the student’s official record for the semester containing the forgiven course. The recalculated GPA will be used for determining graduation honors.

Although both courses will remain on the student’s permanent record, the last grade received will be the one used to determine credit towards a degree and GPA. The first attempt will be recorded with both the grade earned and the symbol R to denote that it has been repeated. The recalculated GPA will be used for determining graduation honors. The forgiveness policy does not apply to students enrolled in the professional program in the School of Pharmacy for grades received in required professional courses as designated in the curricula for the B.S. in Pharmaceutical Sciences and Doctor of Pharmacy degree.

Policy Code ACA.AR.200.003

Grade forgiveness forms must be submitted AFTER completion of the repeated course and BEFORE graduation.

In petitioning to invoke the “forgiveness policy” to be applied to a previously-earned grade on my academic record, I certify that I am aware of the following conditions:

1. Only a grade of “C-“, “D” or “F” may be forgiven.
2. Only four grades (maximum of 12 hours) may be forgiven during the undergraduate career.
3. A different course may not be substituted once this petition is approved.
4. The course which is used to replace the “forgiven” grade must have been taken fall 1992 or later.
5. Both the first attempt and the repeated course must have been taken at The University of Mississippi and must have occurred prior to receiving the baccalaureate degree.
6. Both grades remain on the transcript; an R will appear by the original grade (denoting that the course was repeated and “forgiven”); and only the grade in the repeated course will be used in computing the cumulative University grade point average.
7. A forgiven “C-“, “D” or “F” will not change the academic standing which existed prior to the repeated course.
Grade Forgiveness Form

Name ________________________________________________  ID# __________________
First                      Middle Initial              Last

Email Address___________________________________  Phone #_____________________

Lower Level Course (299 or below):
Course ______________________________________________________________________
Dept. and Number                                   Course Title
(Example, Math 121, College Algebra)
Semester First Taken_________________________ Semester Repeated_________________________
Semester/ Year                                                                    Semester/ Year

Student’s Signature_______________________________________________ Date ____________

Upper Level Course (300 or above) – Department chair approval required:
Course ______________________________________________________________________
Dept. and Number                                   Course Title
(Example, Math 301, Discrete Mathematics)
Semester First Taken_________________________ Semester Repeated_________________________
Semester/ Year                                                                    Semester/ Year

Department Chair Approval -- Chair controlling the course

Dept. Chair’s Printed Name   Dept. Chair’s Signature

Student’s Signature_______________________________________________ Date ____________

*Please allow 2-3 business days for processing before viewing your updated transcript.*

Office Use Only
Approved (   ) Disapproved (   ) Reason________________________

Please be aware that forgiveness cannot be recognized for federal financial aid eligibility. Per Title IV regulations, the Office of Financial Aid must include all grades in the calculation of the GPA for federal aid purposes.

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