



# Winona State University

Warrior Hub Enrollment Services Center • 209 Maxwell Hall • Winona MN 55987 • Ph: 507-457-2800 • Fax: 507-457-5578

## Academic Pardon Request

Name: \_\_\_\_\_ Warrior ID: \_\_\_\_\_

Current Address: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Primary Major: \_\_\_\_\_

I request consideration for an Academic Pardon. I have read and understand the Academic Pardon Policy printed on the back of this form and believe I meet the policy requirements necessary to be considered for an Academic Pardon. I further understand the limitations, consequences and effect upon my student record should the pardon be granted.

The term(s) requested for pardon are: (e.g., Spring 2005, Fall 2005) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Eligibility Determination from a Senior Associate Registrar at the Warrior Hub

1. Student was not enrolled in any WSU courses for a period of at least 36 months between the period indicated above and their re-admission to WSU.
2. Student earned a WSU cumulative GPA of less than 2.0 for the period indicated.
3. Student has earned at least 24 semester credits and at least a 2.00 GPA at WSU since being re-admitted.
4. Student has not previously requested an Academic Pardon.

Eligibility Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### Approvals

Chair's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Dean's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

VPAA Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## **Academic Pardon**

The Academic Pardon policy grants a student a one-time pardon for earlier unsuccessful academic performance and allows the student to resume a college career with a realistic possibility of completing a degree. An Academic Pardon may be attractive for a student who left WSU with a very low GPA or course completion rate, returned after an extended absence of at least three years, and has successfully completed 24 credit hours or more with a GPA greater than 2.00 since returning. The student may request that courses taken and grades earned during the period of prior enrollment be held aside and an adjusted cumulative grade point average and course completion rate based upon courses taken after returning to WSU be calculated instead.

### Approval of academic pardon has the following consequences:

- The WSU cumulative GPA will be recalculated. The new GPA will be based on courses completed after the student was re-admitted. Grades and credits attempted during the period for which academic pardon has been approved will not be used in calculating the WSU cumulative GPA or completion rate calculated for determining WSU student Academic Progress. However, the pardoned coursework may still be used in determining Financial Aid Satisfactory Progress for federal Title IV and other programs.
- Courses in which the student received a grade of "C" or better prior to being re-admitted will be used for academic credit but not used in calculating the GPA.
- The following statement will appear on transcripts of the student's academic record: "This student was granted Academic Pardon under the WSU Academic Pardon Policy. All WSU courses with a grade of "C" or better taken prior to re-admission and granting of academic pardon were given academic credit, but were not used in the calculation of the WSU GPA."
- Courses taken and grades received during the period of academic pardon will remain unchanged as a permanent part of the student's academic record, and will be printed on all transcripts of that record.
- The student must meet all major/program requirements in effect at the time he/she was re-admitted.
- The student is not eligible for academic honors at graduation (i.e. Cum Laude, Magna Cum Laude, Summa Cum Laude).

### Procedure

- Attach a copy of your online academic record or transcript and a DARS report to this form and present it to the Warrior Hub. A Senior Associate Registrar at the Warrior Hub will perform the eligibility review/evaluation.
- If student is eligible, the Senior Associate Registrar will submit a letter of recommendation along with the pardon form to the Department Chair, Dean and Provost for signatures.
- If all signatures in support are acquired, the pardon will be processed by the Warrior Hub and the student notified.
- In all cases of eligibility or ineligibility, the student will receive a letter regarding the outcome of the pardon request.
- Warrior Hub will record and file the request and notify the student of the result.