



California University of Pennsylvania

Graduate School POLICY: Academic Amnesty

A. Purpose & Scope

This policy describes the academic amnesty process for graduate students. Occasionally, during a specific period of enrollment, students encounter medical, emotional, financial, and other personal hardships so devastating that performing at previously demonstrated acceptable levels of academic achievement becomes impossible. When these unique situations develop, students may submit a one-time request for academic amnesty.

B. Definition(s)

Academic amnesty – having graduate courses excluded from the computation of grade point average

C. Policy

Graduate students who stopped out for at least one year from a graduate-level program at California University without earning the award and are seeking re-admission to their program, or admission to a different program, may request academic amnesty one time to have grades for up to two sequential terms of California University graduate courses excluded from the computation of the cumulative grade point average for academic standing in and eligibility to graduate.

When academic amnesty is granted:

- the student may only be considered for conditional re-admission or admission, and to earn regular admission, the student must, in the next academic term of enrollment, earn a grade point average of 3.00 or better,
- the designation AF will be prefixed to each excluded grade on the transcript after the student has registered for the next academic term,
- the student may not submit any additional requests for academic amnesty, and
- academic amnesty may not be rescinded and may or may not be recognized by other institutions outside California University.

Students seeking academic amnesty are responsible for investigating and understanding the potential impacts on their financial aid eligibility.

D. Procedure(s)

1. A request for academic amnesty made to the California University Office of

Graduate Admissions via email must include:

- a thorough explanation of the reasons and justification for the request,
- sufficient documentation and evidence for a decision to be made,
- an endorsement from the graduate coordinator for the program to which the applicant is seeking re-admission or admission, and
- a statement that indicates that the student understands that if academic amnesty is granted:
 - the student may only be considered for conditional re-admission or admission, and to earn regular admission, the student must, in the next academic term of enrollment, earn a grade point average of 3.00 or better,
 - the designation AF will be prefixed to each excluded grade on the transcript after the student has registered for the next academic term,
 - the student may not submit any additional requests for academic amnesty,
 - academic amnesty may not be rescinded and may or may not be recognized by other institutions outside California University, and
 - the student is responsible for understanding the potential impacts on their financial aid eligibility.

2. The Graduate School Dean will evaluate each request for academic amnesty based on the accompanying documentation, evidence, and endorsement of the graduate coordinator and will notify the student of the decision. When a request is approved, the university Registrar and Financial Aid Office will also be notified.

- E. Effective date:** 2016-17 Graduate Catalog
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