FORGIVENESS POLICY

May 11, 1998

POLICY STATEMENT

Florida International University provides undergraduate students with a limited opportunity to repeat a course in order to improve their grade point average, as further explained herein.

A forgiveness policy is a way in which a student may repeat a limited number of courses to improve his or her grade point average (GPA) by having only the grade received on the last repeat used in its calculation provided the grade earned is less than “C.” All courses taken with the grades earned will be recorded on the student's transcript. The repeated course form applies only to letter or P/F grades earned in the first or repeated courses. Repeated courses will be appropriately designated (T: attempted; R: last repeat). Once the degree is posted, the repeated course form will not be processed.

Undergraduate students may take advantage of the forgiveness policy only three times for the purpose of improving the GPA. The same course may be repeated up to three times or the student may use the three opportunities to apply to different courses. Only the final grade for the three courses repeated under the forgiveness policy will count in computing the student's GPA. The recalculation of the GPA is an internal University policy only, and one which may not be followed by other institutions and/or services. In order for a course to be considered as repeated and lead to the adjustment of the GPA, the course must be the same, the grade option must be the same, and it must be repeated at the University. Students who have used their three options under the forgiveness policy may still repeat courses. However, both the original grade and any additional grades received through repetitions of the course will be used in computing the GPA.

REASON FOR POLICY

To explain the University's forgiveness policy for undergraduate students.

PROCEDURES

Under the University’s forgiveness policy, a student must file a Repeated Course Form with the Office of the Registrar. The form may be submitted any time prior to posting of the bachelor’s degree earned. Once the degree is posted, the repeated course form will not be processed. However, at any time prior to the posting of the bachelor’s degree, the University may, at its discretion, initiate and apply the forgiveness policy on behalf of the student without the formal submission of a Repeated Course Form, if it is determined to be in the student’s best interest to maintain academic good standing.

HISTORY

Effective Date: May 11, 1998; Revision Date: January 30, 2012, June 14, 2016.

RESPONSIBLE UNIVERSITY DIVISION/DEPARTMENT

Division of Enrollment Services
Florida International University

RESPONSIBLE ADMINISTRATIVE OVERSIGHT

Office of the Registrar
11200 S.W. Eighth Street - SASC 126
Miami, Florida 33199
Telephone: (305) 348-2320

The University Policies and Procedures Library is updated regularly. In order to ensure a printed copy of this document is current, please access it online at http://policies.fiu.edu/.

For any questions or comments, the “Document Details” view for this policy online provides complete contact information.
FORMS/ONLINE PROCESSES (O*)

Course Repeat Form (Forgiveness Policy)

Links to the above referenced Form(s) available in the "Document Details" Section of the online version of this policy document.

*R = Required    *O = Optional