



UNIVERSITY OF SOUTHERN MAINE  
Academic Forgiveness Policy

This policy allows (1) one complete semester of attendance at the University of Southern Maine to be removed from the student's cumulative grade point average. The grades and credits for the forgiven semester will remain on the transcript; however, the credits will not accumulate towards graduation and the grades will not affect the GPA. The following criteria must be met:

- 1) The semester to be forgiven must have been completed at least three (3) years prior to the declaration and any earned credits from that semester must not have been applied to a previously awarded degree.
- 2) The student has taken at least 15 credits at USM for which a grade point average of at least 2.5 is earned subsequent to the declared semester.
- 3) The student is a matriculated undergraduate degree candidate when the forgiven semester is declared.
- 4) Forgiveness can only be provided for credits and grades earned at USM.
- 5) Academic forgiveness can be declared only once and for (1) one complete semester. No tuition or fee refunds shall be made.

**Fill out the information below and return to the Registrar's Office.**

NAME: _____ (PLEASE PRINT)
MaineStreet ID _____ MAJOR: _____
SEMESTER REQUESTED: _____

**In signing this form, I understand that for the semester requested above, all grades and credits will remain on my transcript. However, the credits and quality points for all of the courses that semester will be removed from my grade point average, and my cumulative totals. Academic forgiveness can be requested for one semester only, and is non-reversible.**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Verified & Processed by: \_\_\_\_\_

Date: \_\_\_\_\_