

DEPAUL UNIVERSITY



Undergraduate Forgiveness Policy/Readmission

Category: Academic Affairs - Faculty Council

Responsible Department: Academic Affairs

Responsible Officer: Provost

Effective Date: 1/1/2005

Policy Summary

This forgiveness/readmission policy is intended to:

- Outline the requirements and procedures governing readmission of students previously dismissed for academic reasons;
 - Define circumstances under which a student may be allowed to resume a program of studies without the penalty of a previously deficient grade point average.
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Scope

This policy affects the following groups of the University:

- Full-Time Faculty
- Part-Time Faculty
- Students

This policy affects all members of the above groups.

Policy

Readmission

An undergraduate student dismissed for academic reasons shall not be eligible for readmission to any division of DePaul University for a period of two quarters, excluding Summer session, subsequent to such dismissal. The re-admission decision is made by the Office of Admission in consultation with the college office.

A dismissed student with serious deficiency may be required to demonstrate acceptable academic achievement at another accredited college or university before readmission is approved. Courses to be taken elsewhere must be approved by the College office as acceptable, and a grade of C or better must be earned in all such coursework.

Credits and grades earned during previous enrollment at DePaul will remain a part of the student's records.

Forgiveness Policy

A student on probation or dismissed for academic reasons who has fewer than 49 earned quarter hours (or in SNL 13 or fewer graded competencies) is eligible for the Forgiveness Policy. Such a student, if the petition is accepted by the Dean of the College, a.) is not eligible for readmission until a full year has elapsed, b.) must complete 18 or more quarter hours of credit in course work approved by the college office at a different institution, c.) must compete *all* coursework with a grade of "C" or better, and with a combined GPA of 3.0 or above.

If readmission is approved, the following academic policy applies: (1) the previous grade point average will revert to zero, and (2) the previous DePaul credits attempted and earned will be identified as forgiven grades. If a student chooses to repeat a course for which a grade was forgiven, all forgiven grades for that course will be counted as previous attempts. The original grade earned in a course must be a C- or above for the credit to be applied to major requirements or WRD 103 or WRD 104.

Alternately, after three full years have elapsed a student dismissed for academic reasons could apply to the School for New Learning. If the student is accepted, the procedures and policies of assessing and accepting transfer credit toward School for New Learning requirements would be followed. This policy permits the student to resume a program of studies without the penalty of a previously deficient grade point average.

Procedures

Readmission:

- A student who has been dismissed for academic reasons should consult with the designated college advisor to determine a plan for potential readmission to DePaul.
- Once the student has completed the plan of action the student should apply for readmission through the Office of Admission.

Forgiveness:

- A student dismissed or on probation who wishes to invoke the forgiveness policy should consult with the designated college advisor to determine a plan for potential readmission to DePaul.
- Once the student has completed the plan of action the student should apply for readmission through the Office of Admission.
- The student should request that the forgiveness policy be applied to the DePaul record.
- The Office of Admission will forward the student's transcripts from the other institution to the Office of the University Registrar.
- The Office of the University Registrar will review the student's DePaul record and the record from the transferring institution to verify that all conditions are met.

- If all conditions are met, the forgiveness policy will be applied to the student's academic record.

Divisional Collaborations

Faculty Council
Committee on Academic Policy
School/College Offices
Associate Deans
Office of the University Registrar

Contact Information

DePaul Central / Office of the University Registrar

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Appendices

None

History/Revisions

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