

UPGRADE YOUR GPA

Turn your **C-** to **A!**

UCCI Grade Forgiveness Policy

The UCCI “Grade Forgiveness” policy allows students the opportunity to repeat a course and substitute the second grade for the first one. If a student receives a grade of **C- and below**, he/she has an option to repeat the same course in another semester, potentially earn a higher grade, and apply for “Grade Forgiveness”. The repeated course grade must be a D- or better. When the forgiveness policy is approved, the **LOWER** of the two grades will be replaced with an asterisk (*) and only the **HIGHER** grade will be used in the GPA calculation.

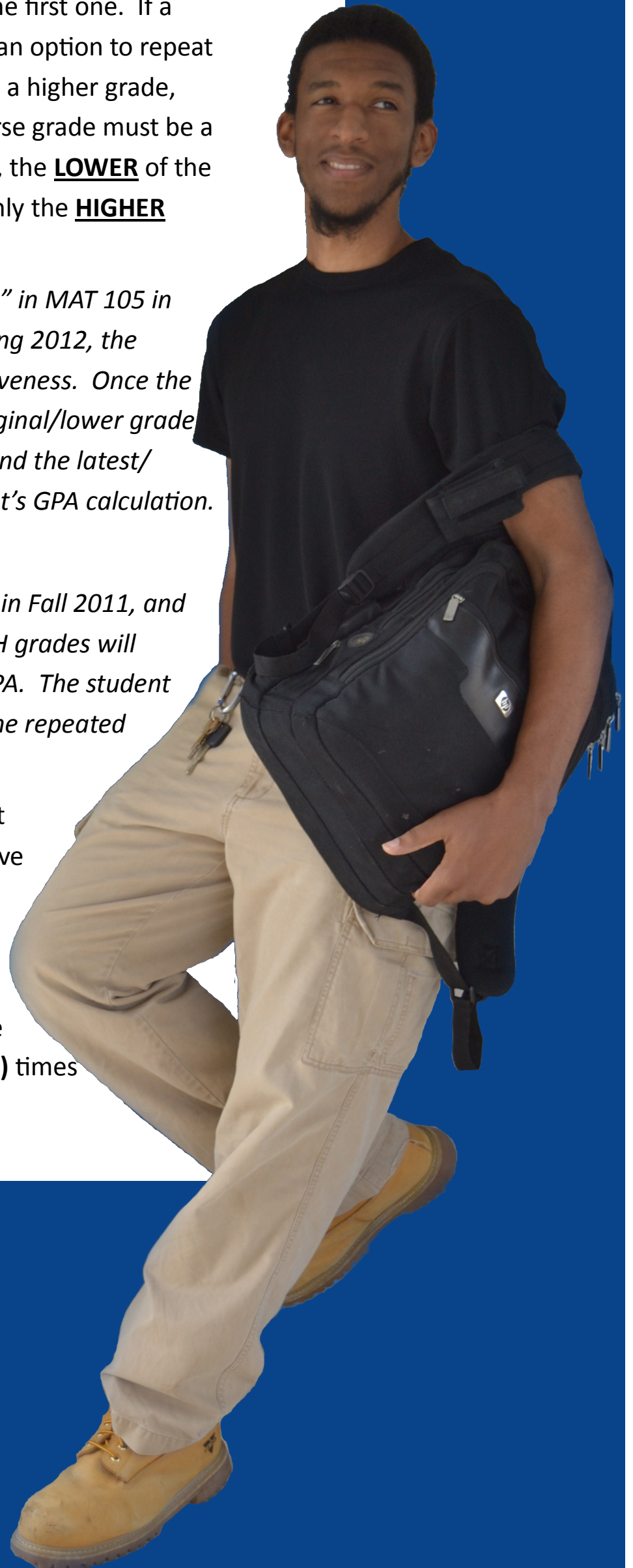
For example: If a student earned a grade of “D” in MAT 105 in Fall 2011, and then earns a Grade of B- in Spring 2012, the student can apply to be granted a Grade Forgiveness. Once the Grade Forgiveness has been approved, the original/lower grade of “D” will be replaced with an asterisk () and the latest/higher Grade of “B-“will be used in the student’s GPA calculation.*

However:

If a student earned a grade of “D” in MAT 105 in Fall 2011, and then earns a grade of “F” in Spring 2012, BOTH grades will remain and be calculated into the student’s GPA. The student will not be approved for grade forgiveness if the repeated grade earned is an “F”.

Before any grade is “Forgiven” and replaced, a student **MUST** complete the “Grade Forgiveness” form and have approval by the office of the Registrar. Students can **ONLY** complete the forgiveness policy form **AFTER** they have successfully repeated a course.

It is important also to note that a student can only use the Grade Forgiveness Policy a maximum of **THREE (3)** times throughout his/her programme.



Learn more. Visit the Admin Office or www.ucci.edu.ky to apply.