



**Policy: 03-29-00**

# **Academic Amnesty (Grade Deletion) Policy**

OFFICE OF RECORD: Vice President for Academic Affairs

ISSUED BY: Vice President for Academic Affairs

APPROVED BY: 03-29-00

EFFECTIVE DATE: 02/05/98 (Revised 9/23/03)

## **Policy**

It is the policy of Dakota State University to allow qualifying students to remove academically poor coursework from the calculation of their grade point averages (GPA). A student qualifies for grade deletion if he/she:

1. Is an undergraduate, full-time or part-time, degree-seeking student at one of the universities in the South Dakota Regental system.
2. Has not been enrolled in any Regental university for a minimum of three calendar years (9 consecutive terms including Fall, Spring, and Summer) prior to the most recent admission to the home institution.
3. Has completed a minimum of 24 graded credit hours at any Regental university, with a minimum grade point average of 2.0 for the 24 credit hours, after the most recent admission to the home institution.
4. Has not earned a baccalaureate degree from any university.
5. Has not been granted any prior academic amnesty at any Regental university.
6. Has submitted a formal Academic Amnesty Petition at his/her home university following the procedures established by that university.

Academic amnesty does not apply to individual courses. Academic amnesty may be requested for either: a) all previous post-secondary education courses or b) all previous post-secondary education courses at a specific institution. If academic amnesty is granted, it shall not be rescinded.

Courses for which academic amnesty is granted will:

- Remain on the student's permanent record

- Be recorded on the student's undergraduate transcript with the original grade followed by an asterisk (\*).
- Not be included in the calculation of the student's grade point average because no credit is given.
- Not be used to satisfy any of the graduation requirements of the current degree program.

Academic amnesty decisions will be made by the student's home institution and will be honored by all other institutions within the South Dakota Regental system. Universities outside of the South Dakota Regental system are not bound by the academic amnesty decisions made by the South Dakota Regental system.

## **Procedure**

Students considering grade deletion are urged to discuss the process and ramifications with their advisers. Students applying for grade deletions under this policy must complete the "Grade Deletion Application" form, which requires the student's signature as well as the signature of the student's adviser. The form is then submitted to the DSU Registrar for review.

If the request is approved, the student's academic record is adjusted per the guidelines above and a copy of the student's updated transcript is forwarded to the student and to the student's adviser. If the request is denied because the student has not met the grade deletion requirements specified above, the DSU Registrar will notify the student and the student's adviser of the missing requirements.



### Dakota State University Academic Amnesty Application

It is the policy of Dakota State University to allow qualifying students to remove academically poor coursework from the calculation of their grade point average (GPA) if they meet the following requirements:

1. Is an undergraduate, full-time or part-time, degree-seeking student at one of the universities in the South Dakota Regental system.
2. Has not been enrolled in any postsecondary institution for a minimum of three consecutive terms (including Fall and/or Spring terms) prior to the most recent admission to the home institution. Exceptions may be granted in rare cases only by Board of Regents Vice President for Academic Affairs upon recommendation by the Vice President for Academic Affairs.
3. Has completed a minimum of 24 graded credit hours at any Regental university, with a minimum grade point average of 2.0 for the 24 credit hours, after the most recent admission to the home institution.
4. Has not earned a baccalaureate degree from any university.
5. Has not been granted any prior academic amnesty at any Regental university.

**Academic Amnesty is requested for:**

All previous post-secondary education courses, or

All previous post-secondary education courses at the following institution:

Name of Institution: \_\_\_\_\_

A specified time period not to exceed one academic year (Fall/Spring) completed at any post- secondary institution(s).

Term(s): \_\_\_\_\_

I certify that I have met all these criteria for academic amnesty:

Student Signature: \_\_\_\_\_ Student ID: \_\_\_\_\_ Date: \_\_\_\_\_ I

certify that I have discussed the academic amnesty process with the student and support his/her request.

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

Approval of Registrar: \_\_\_\_\_ Date: \_\_\_\_\_

Notification of Financial Aid/VA: \_\_\_\_\_ Date: \_\_\_\_\_

**\*\*\*Forms sent through the SSO portal authenticate the student signature.\*\*\***

Original to Registrar  
Copy to Financial Aid, Adviser and Student