



BETHUNE-COOKMAN UNIVERSITY APPLICATION FOR GRADE FORGIVENESS

GRADE FORGIVENESS POLICY

When students change their major area from one academic school to another academic school, a maximum of two (2) courses totaling no more than eight (8) failed course hours (“D” or “F”), **in one former major** may be **FORGIVEN** (i.e., not calculated in the cumulative grade point average.) It is the responsibility of the student to initiate the process of the “forgiveness policy” by obtaining the appropriate approval by his/her advisor or student success coach, and the Dean of the **NEW** Major. **The student must have officially changed his/her major and spent at least one (1) grading period in the new major (taking and passing at least one (1) course required for that new major).** The completed form should be returned to the Office of the Registrar. **General education courses are not eligible for grade forgiveness.** The Grade Forgiveness Policy may only be applied one time during a student’s matriculation at B-CU.

Name: _____ B-CU ID #: _____

B-CU E-Mail Address: _____

Current Major: _____ Date of Major Change: _____

Former Major: _____

Instructions: Attach a copy of the Change of Major Form to this application form AND list the courses (including prefix and title) to be “Forgiven” below.

Course	Semester Hours	Grades	Semester & Yr Taken
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Student’s Signature

Date

Approved by:

Advisor / Student Success Coach

Date

Dean of NEW Major

Date

FOR OFFICE USE ONLY:

Date Received: _____

Processed Date: _____

Completed by: _____