OFFICE OF THE REGISTRAR

FLORIDA ATLANTIC UNIVERSITY
777 Glades Road • P.O. Box 3091
Boca Raton, Florida 33431-0991
Fax: (561) 297-2756
Telephone: (561) 297-3050
email: registrar@fau.edu

Forgiveness Policy Request

Student Number:

I HEREBY REQUEST TO HAVE THIS POLICY APPLIED TO:

COURSE PREFIX: COURSE NUMBER:

COURSE TITLE

COURSE WAS ORIGINALLY TAKEN IN: TERM YEAR 2012

COURSE WAS/IS TO BE RETAKEN IN: TERM YEAR 2012

First Name:

Last Name:

Signature_____Date:_____

The Forgiveness Policy permits an undergraduate student to repeat an undergraduate FAU course and allows only the last grade to count in the grade point average. This policy may be applied only twice during a student's study at the University and does not remove the previous grade but eliminates the effect of that grade on the FAU cummulative GPA by removing it from the computation.

This policy cannot be applied once you have graduated. The Forgiveness Policy applies only to course originally taken and repeated at FAU. All Forgiveness Policy requests should be mailed or faxed to the Office of the Registrar at the address above with the required signatures.