

ID# _____

Date _____

Name _____ Phone _____

Address _____

City / State _____

E-Mail _____

The low grade forgiveness policy applies to grades of "D" and "F" only. Application of this regulation does not remove a low grade from the transcript but places the low grade in parentheses (D) or (F). Low grades designated by parentheses are not calculated in the cumulative grade point average on a TVCC transcript. Please realize that forgiveness of a "D" grade results in a loss of credit that may affect completion of a degree or certificate.

Students must meet each of the following conditions after earning a low grade to be eligible for grade forgiveness:

- ◆ meets the TVCC standard for satisfactory academic progress in the most recent term of enrollment at the college,
- ◆ currently enrolled, and
- ◆ two years have passed since the low grades were earned.

Once these conditions are met, a petition requesting grade forgiveness should be submitted to the dean of students.

Courses Requested for Grade Forgiveness:

Course	Term Taken	Grade Earned
<i>Example: Math 65</i>	<i>Fall-2002</i>	<i>D</i>

For Internal Use Only		
<input type="checkbox"/> Approved <input type="checkbox"/> Denied _____		
Vice President of Student Services		Date