

Request for Undergraduate Academic Forgiveness



Undergraduate students seeking academic forgiveness must meet the following criteria:

- ❖ Have not earned a bachelor's degree
- ❖ Have not attended Western Michigan University for at least four years
- ❖ Have applied for re-admission to the University

Re-entry term: Fall Spring Summer I Summer II Year: _____

Please print clearly

Western Identification Number Birth Date (mm/dd/yyyy) Phone Number (include area code)

Last Name First Name Middle Name

Address City State Postal Code

Terms of academic forgiveness:

- ❖ Work still applicable to your program will be counted toward graduation requirements.
- ❖ A minimum of twelve credit hours of work must be earned before a degree can be awarded at WMU.
- ❖ All grades will remain on your official transcript, but will not be calculated in your grade point average.
- ❖ A notation will appear on your transcript stating that you have been granted academic forgiveness.
- ❖ Once applied, academic forgiveness can not be reversed.

Please note: Academic forgiveness can only be applied to your record once a College Advisor of the program in which you are re-entering signs this form. (See <http://www.wmich.edu/registrar/advising.html> for contact information).

College Advising Office Use Only

Advisor Comments/Recommendations:

Advisor Signature: _____ Date: _____

Important ~ please read and sign.

I am requesting that academic forgiveness be applied to my Western Michigan University transcript. I acknowledge that I meet the criteria for academic forgiveness and accept the terms listed above.

Student Signature: _____ Date: _____

Please return completed form to: Registrar's Office; 1903 W. Michigan Avenue; Kalamazoo, MI 49008-5256
Please remember to secure the advisor's signature. Incomplete forms will result in a delay.

Office of the Registrar Use Only

- Approved
- Approved Pending Readmission
- Denied

Processed by: _____

Date: _____