



WESTERN MICHIGAN UNIVERSITY

Office of the Registrar

1903 W. Michigan Avenue

Kalamazoo, MI 49008-5256

(269) 387-4300

www.wmich.edu/registrar

Undergraduate Academic Forgiveness Request

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

Please print clearly

Student Name (Last):	(First):	(M.I.):	Date of Birth:	WIN:
Address:		City:	State:	Zip Code:
Re-entry term (fall, spring, SUM I, or SUM II):		Year:		

Please note: Once applied, academic forgiveness cannot be reversed.

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.

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.

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: _____

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: _____