

Academic Forgiveness RVC Administrative Procedure (4:20.090)

Rock Valley College recognizes the challenges students may encounter while pursuing their education and provides a one-time academic forgiveness opportunity for eligible students demonstrating a serious intent to continue their academic studies

Purpose

The purpose of this procedure is to establish eligibility requirements and processes for requesting academic forgiveness.

Scope

This procedure applies to eligible students seeking academic forgiveness for prior coursework completed at Rock Valley College.

Department and Primary Point of Contact Involved

Department: Records and Registration and Academic Affairs

Primary Point of Contact: Registrar/Director of Records and Registration and Chief Academic Officer.

Definitions

Academic Forgiveness

A one-time, irreversible institutional process allowing eligible students to exclude approved prior terms of coursework from the calculation of the institutional cumulative grade point average for academic standing purposes.

Institutional GPA

The cumulative grade point average calculated by Rock Valley College for institutional academic standing purposes.

Standards of Academic Progress (SAP)

Financial aid standards used to measure a student's academic progress for financial aid eligibility purposes.

Procedure

1. Students are encouraged to meet with an Academic Advisor prior to applying for academic forgiveness to ensure they understand the process.

Eligible students may submit the academic forgiveness form to the Records and Registration Office to request forgiveness for one or more prior terms of coursework completed during a defined period established by the College.

2. Records and Registration will route the form to the Chief Academic Officer for review.

Rock Valley College

3. A letter will be sent in the mail from the Chief Academic Officer with either the approval or denial of the request
4. Courses and grades approved for academic forgiveness will remain on the student's official transcript, but will be clearly designated as forgiven.
5. Approved forgiven coursework will not be included in the calculation of the institutional cumulative grade point average for academic standing purposes.
6. Academic forgiveness does not automatically apply to Standards of Academic Progress calculations for financial aid eligibility.
7. Academic forgiveness does not guarantee financial aid eligibility and may not affect academic standing or progress determinations required by external agencies or other institutions.
8. Information regarding criteria for academic forgiveness, and related procedures are communicated through the College website and other official College publications.

Related Documents

Rock Valley College Student Handbook
Rock Valley College Catalog

Reference: AR 314

Implemented: April 8, 2014

Revised: July 24, 2026