

**3354:1-30-03.9 Fresh Start/Grade Forgiveness procedure.**

- (A) Cuyahoga Community College's Fresh Start/Grade Forgiveness Procedure is in place to assist students with successfully completing their academic goals by excluding grades of "F" and "WF" from the GPA calculation. Before beginning the Fresh Start/Grade Forgiveness process, please review the following eligibility requirements and guidelines.
  
- (B) Eligibility
  - (1) Before petitioning for Fresh Start/Grade Forgiveness, a student must meet the following criteria:
    - (a) Meet with a counselor to develop a comprehensive Academic Plan.
    - (b) Attain eligibility for English 1010 and Math 1000 level courses.
    - (c) Complete a minimum of 12 semester hours after the last failed course for which the student is requesting fresh start/grade forgiveness.
    - (d) Attain a minimum GPA of 2.0 at the completion of the full semester in which the 12 or more hours have been earned.
  
- (C) Guidelines:
  - (1) Students must complete a Fresh Start/Grade Forgiveness petition and an Academic Plan with the assistance of a counselor. The counselor's signature verifies that the eligibility requirements have been met and that the student's record has not been previously adjusted under this policy.
  - (2) Students can take advantage of Fresh Start/Grade Forgiveness or previous grade adjustment policies (excluding course repeats) only once during the time they attend Cuyahoga Community College.
  - (3) The original record of each course, including the associated grade, remains on the official transcript.
  - (4) Upon the approval of the Fresh Start/Grade Forgiveness, grades of "F" and "WF" will be excluded from the GPA calculation except for the

purpose of determining eligibility for honors or other recognition which will be based on the entirety of the student's undergraduate academic career and record of academic performance at Cuyahoga Community College.

- (5) All credits attempted, including withdrawals, repeats, transfer and courses for which grades are excluded from the GPA calculation as a result of Fresh Start approval, since the first semester of enrollment, will still be included in the College's Satisfactory Academic Progress Policy.
- (6) Courses that must be completed to fulfill degree requirements for a student's current program major are not eligible for Fresh Start.
- (7) Failed courses taken under the quarter system may be eligible for Fresh Start/Grade Forgiveness.
- (8) Students planning to transfer to another college or university are cautioned that the receiving institution may use all grades earned to compute grade point averages for admission or other purposes at the receiving institution.
- (9) The processing time is 5-7 business days once the Fresh Start/Grade Forgiveness petition is received in the Office of the Registrar. Students will be notified via their Tri-C email of the outcome.

Effective Date: July 1, 2013  
Procedure amplifies: 3354:1-30-30