Request for Academic Forgiveness

Applies to: Lawrence Campus students
Purpose: This form is used to request academic forgiveness. Students must submit this completed form to the Office of the University Registrar.

1. Indicate which semester/term(s) you would like to request academic forgiveness (no more than 3 terms):
   - ☐ Fall semester ______ (year)
   - ☐ Spring semester ______ (year)
   - ☐ Summer term ______ (year)

2. ____________________________
   Last Name          First Name  MI  Student Number  Phone Number

3. __________________________________________________________
   Current Address  City  State  Zip  Student Email Address

4. I am currently classified as an undergraduate at KU. ____________________________
   Student Initials

5. I have had a break of attendance of at least four years from KU.
   The break was from ______________ to ______________.
   Mo/Yr  Mo/Yr  Student Initials

6. I had earned an overall GPA of less than 2.0 prior to the four year break from KU. My GPA was ____________.

   Student Initials

7. My current overall GPA since returning to KU is 2.5 or better. That GPA is ____________.

   Student Initials

8. I have earned at least 12 credit hours since my four year absence from KU. I have earned ____________ credit hours.

   Student Initials

9. I have consulted with my Academic Unit and have obtained approval as indicated by the signature below.

   ____________________________  ____________________________
   Signature of School Official  Date

10. I have read the Academic Forgiveness Policy and understand how it will affect my academic record and my academic transcript.

    ____________________________  ____________________________
    Student Signature  Date

Submit completed form to:
   The University of Kansas
   Office of the University Registrar
   1450 Jayhawk Blvd
   Rm 121 Strong Hall
   Lawrence, KS 66045-7535
   Phone: 785-864-4423
   Fax: 785-864-3900
   Email: studentrecords@ku.edu

For Registrar’s Office use only:
   Date completed: ____________
   By: ____________________________