

APPLICATION FOR ACADEMIC REPRIEVE

An academic reprieve is a policy for students that want to disregard a semester or two consecutive semesters in the calculation of their retention/graduation grade-point averages. **Please read the information in items B & C below to learn about eligibility requirements and how the policy is applied before you submit the application.**

If you are eligible for a reprieve, please submit this form to the Registrar's Office in person or send it via fax, U.S. mail, or email (see contact information above). After your application is reviewed, you will be notified of a decision through your NOC Email Account.

A. Please Fill Out the Information Below:

Name:				
	Last	First	Middle	Maiden
NOC ID #			NOC Email Address:	
Mailing Address:				

B. Eligibility Requirements:

1. A student is eligible for only one reprieve or one renewal (cannot utilize both policies).
2. A student must be currently enrolled at NOC to be eligible.
3. A student can request only one reprieve for either one semester or two consecutive semesters.
4. At least **THREE** years must have elapsed between the current semester and the semester(s) for which the reprieve is requested.
5. The student cannot earn a D or F on any coursework after the semester(s) for which the reprieve is requested.
6. The student must earn at least 12 hours of college credit (excluding activity and performance courses) after the semester(s) for which the reprieve is requested.
7. A reprieve is considered only for undergraduate coursework.

C. How It Works:

1. There are two different grade-point averages: retention/graduation and cumulative. An academic reprieve impacts only the retention/graduation grade-point average and will not change the cumulative grade point average.
2. The retention/graduation grade-point average that is calculated as a result of a reprieve may or may not be considered if a student applies to a selective admission program. It is the student's responsibility to check with the appropriate academic department to find out if it considers the retention/graduation grade-point average for admission purposes.

D. Please READ and FILL OUT the Following Information:

1. Students must meet all of the requirements in items a-h below to be eligible for a reprieve.
I understand that I have met the requirements (a-h) for a reprieve by **INITIALING** all of the items below (if any of these items are not initialed, this application will **NOT** be reviewed):

- a. _____ I am currently enrolled at NOC.
- b. _____ There has been at least a three-year period between the semester(s) for which I am requesting the reprieve and the current semester.
- c. _____ I am only requesting a reprieve only for either one semester **OR** two consecutive semesters.
- d. _____ I have **NOT** made a D or F in any courses that were taken after the semester(s) for which I am requesting the reprieve.
- e. _____ I have **COMPLETED** at least 12 hours **AFTER** the semester(s) for which I am requesting the reprieve (excluding activity and performance courses).
- f. _____ I have a 2.00 cumulated GPA in all course work.
- g. _____ All official college transcripts are on file and have been evaluated.
- h. _____ I understand that if the petition for Academic Reprieve is approved, all courses remain on transcript but are not calculated in the NOC overall (retention/graduation) GPA.
2. Semester(s) and year(s) in which you are requesting the reprieve (can be only one semester or two consecutive semesters)

Semester	Year	Institution
_____	_____	_____
_____	_____	_____

3. College or university attended during the semester(s) you are requesting the reprieve

By signing this, I attest that I have read and understand how the reprieve policy is applied to an academic record:

Signature

Date

FOR OFFICE USE ONLY

Approved: _____ Denied: _____ Signature: _____ Date: _____

Emailed Student: _____ Date Emailed: _____

