

Academic Forgiveness Policy for Returning Students

OCtech recognizes that some students may not be able to overcome previously poor academic records in order to meet new career and educational goals. Therefore, a student who has not been in attendance at OCtech for a period of three years may petition the Committee on Student Appeals for academic forgiveness. If the petition is granted, all college level work at OCtech attempted and completed prior to re-admission will be eliminated from computation in the grade point average and may not be used to complete course requirements for graduation. This includes courses that were completed with satisfactory grades. The courses, however, will not be removed from the student's transcript. A student may petition for academic forgiveness only once.

Procedures for Petitioning Academic Forgiveness:

1. Submit an application for re-admission and pay applicable fees.
2. Complete an Academic Forgiveness Petition form and submit a letter explaining the reason(s) why Academic Forgiveness should be granted. The letter should
3. be addressed to the Committee for Student Appeals. All petition materials should be submitted to an Admission Counselor or an Advising Center Counselor before the end of the Add/Drop period in the desired semester of enrollment.
4. Students who are granted Academic Forgiveness must meet program admissions requirements at the time of re-application to OCtech. Admissions
5. requirements for certain curricula may preclude a student from reapplying to specific programs of study.
6. Students who are denied a petition for Academic Forgiveness may appeal in writing to the Vice President of Academic Affairs within 5 days of the
7. committee's decision.