

# MISSISSIPPI STATE UNIVERSITY™

## Policy and Procedure

### ACADEMIC OPERATING POLICY AND PROCEDURE

MEMORANDUM TO: All Holders of Mississippi State University Academic Operating Policy and Procedure Manual

DATE: May 19, 2010

SUBJECT: AOP 12.18 – Academic Amnesty for Graduate Students

### PURPOSE

The purpose of this Academic Operating Policy (AOP) is to assist graduate students in their pursuit of graduate education by giving them the option of invoking academic amnesty.

### REVIEW

This AOP will be reviewed every four years or whenever circumstances require an earlier review by the [Associate Provost for Academic Affairs \(APAA\)](#) with recommendations for revision to the [Provost and Executive Vice President](#).

### POLICY/PROCEDURE

Academic amnesty is designed to provide those graduate students previously enrolled at Mississippi State University the opportunity to have up to 9 hours of previously completed graduate courses eliminated from the computation of his or her grade point average upon successful readmission.

To be eligible for the program, an individual may not have been enrolled as a graduate student at Mississippi State University for at least five years. Academic amnesty may be requested of the Dean of the Graduate School through the student's academic dean's office after either provisional admission to a graduate program or provisional readmission to their former program has been granted by the department. Upon successful completion of at least 9 credit hours with a 3.0 or higher GPA provisional admission is removed and the student can then request academic amnesty until the end of the semester preceding that in which the student graduates.

With notification from the Dean of the Graduate School, the registrar's office will segment the student's academic record showing all courses and grades to be included in academic amnesty and recalculate the graduate GPA accordingly. Academic amnesty will

be applied to the student's record only once and the new grade point average will be noted on the transcript at the end of the semester during which the request was approved.

The student is permitted to retake courses that were included as part of the 9 hours of coursework eliminated under the academic amnesty. All courses and grades will remain a part of the student's academic record. A notation will appear on the transcript indicating the student was approved for academic amnesty. Those courses approved for academic amnesty and then granted cannot be revalidated or applied toward the completion of another graduate degree.

The academic amnesty policy is applicable only to credits earned at MSU as part of current curriculum requirements to earn a degree. Students must be advised that the academic amnesty provision pertains only to Mississippi State University and may not be honored by other institutions of higher learning.

**RESPONSIBILITIES**

<u>Position</u>	<u>Section</u>	<u>Year</u>
<a href="#"><u>Associate Provost for Academic Affairs</u></a>	Review	2018

**APPROVED:**

<u>/s/ Peter L. Ryan</u> Associate Provost for Academic Affairs	<u>05/01/2014</u> Date
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<u>/s/ Jerome A. Gilbert</u> Provost and Executive Vice President	<u>05/06/2014</u> Date
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<u>/s/ Gerald Emison</u> President, Robert Holland Faculty Senate	<u>05/19/2014</u> Date
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**REVIEWED BY:**

<u>/s/ Lesia Ervin</u> Director, Office of Internal Audit	<u>05/30/2014</u> Date
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<u>/s/ Joan Lucas</u> General Counsel	<u>06/02/2014</u> Date
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**APPROVED BY:**

<u>/s/ Mark Keenum</u> President	<u>06/09/2014</u> Date
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