

# 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: March 14, 1997

SUBJECT: AOP 12.19 - Undergraduate Academic Amnesty

#### PURPOSE

The purpose of this Academic Operating Policy and Procedure (AOP) is to assist undergraduate students in making timely progress toward a degree by invoking the academic amnesty policy at Mississippi State University.

#### 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 presented to the [Provost and Executive Vice President](#).

#### POLICY/PROCEDURE

Academic Amnesty is designed to provide former undergraduate students, either at Mississippi State University or elsewhere, an opportunity to reenter higher education at Mississippi State University without the burden of past academic difficulties (i.e., grades of “D” and/or “F”). If approved for this program, a student may have specific previously completed courses eliminated from the computation of his or her grade point average; these courses may not be applied toward graduation.

To be eligible for the program, an individual may not have attended any post-secondary institution of higher education for a period of at least five years. Academic amnesty may be requested through the student’s academic dean’s office at any time after admission or re-admission to Mississippi State University until the end of the semester preceding that

in which the student graduates. 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 notation will be made upon successful completion of at least 12 credit hours at Mississippi State University.

Students admitted under this policy must complete current curriculum requirements in residency to earn a degree. This policy pertains only to Mississippi State University and students should be advised that it may not be honored at 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	2016

**APPROVED BY:**

<u>/s/ Peter L. Ryan</u> Associate Provost for Academic Affairs	<u>10/24/2012</u> Date
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<u>/s/ Jerome A. Gilbert</u> Provost and Executive Vice President	<u>10/25/2012</u> Date
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<u>/s/ Meghan Millea</u> President, Robert Holland Faculty Senate	<u>11/01/2012</u> Date
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**REVIEWED BY:**

<u>/s/ Lesia Ervin</u> Director, Office of Internal Audit	<u>11/08/2012</u> Date
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<u>/s/ Joan L. Lucas</u> University Counsel	<u>11/27/2012</u> Date
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**APPROVED:**

<u>/s/ Mark Keenum</u> President	<u>12/05/2012</u> Date
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