



GOODWIN COLLEGE

POLICY AND PROCEDURE

TITLE:	Early College Programs – Academic Amnesty
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POLICY STATEMENT:

Early College Programs (ECP) allows high school students the opportunity to take Goodwin courses. They are a distinct subset within the Goodwin student body and provided is a description of a transcript amnesty policy. The aim of this policy is to encourage students to undertake the challenge of college classes, but not to penalize them if they should struggle, which could negatively impact their future academic pursuits.

Early College Programs students with 12 or less credits can complete an Academic Amnesty Petition to have grades of a F, UG, or W replaced with AU on their transcript.

PROCEDURE DETAILS:

Areas of Responsibility:

- Office of Early College Programs – Collection of Academic Amnesty Petitions
 - Office of the Registrar – Transcript change (if applicable)
 - Academic Affairs – Appeal adjudication (if applicable)
1. Office of Early College Programs receives an Academic Amnesty Petition Form from a student. The petition must be received within one semester of the grade's issue date.
 2. A decision is made by the Early College Programs staff and communicated to the student in writing.
 3. If the student is granted amnesty, ECP will request a grade change from the Office of the Registrar.
 4. Student can appeal decision with the Vice President for Academic Affairs.

PUBLISH POLICY STATEMENT (CLICK ON BOX NEXT TO OPTION-SELECT ALL THAT APPLY):

- COLLEGE CATALOG
 FACULTY HANDBOOK

- STAFF HANDBOOK
 STUDENT HANDBOOK

DEFINITIONS:

Early College – Programs where high school students take Goodwin classes, which include Goodwin Scholars and High School Partnership.

EXCLUSIONS:

Summer Odyssey Participants

OFFICES DIRECTLY AFFECTED BY THE POLICY:

VP of Academic Affairs
Coordinator of Early College Programs
Registrar

HISTORY:

Policy created October 2014
Revision January 2017 – Coordinator of Early College Programs
Re-Formatted February 2017
Reviewed December 2017

EFFECTIVE DATE:	January 2017
RESPONSIBLE OFFICE (ONLY ONE):	Office of Early College Programs
REVIEW DATE:	Annually

APPENDIX:

Early College Programs – Academic Amnesty Petition Form