

REQUEST FOR TIME AMNESTY

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|--------------------------|-------------------|
| | |
| Last Name (Print) | First Name |
| | J ID # |

Eligibility Criteria for Time Amnesty:

- Applicant is a currently enrolled student and attending classes at the time of amnesty request.
- Three or more consecutive years have elapsed since the last grade was received.
- The student has successfully completed 6 credits, with at least a grade of “P” or “C” in each course.
- Time Amnesty was not received prior to this amnesty request.
- The cumulative earned GPA for the associate’s degree or the academic certificate cannot be adjusted; therefore, a student who has already earned an associate’s degree or an academic certificate is not eligible for time amnesty.
- Time Amnesty will not be granted for courses taken as part of an earned proficiency certificate.

Note:

All grades remain permanently on a student’s record. The grades of “D”, “F”, and “W” that have been approved for amnesty are followed on the record by the appropriate code indicating that time amnesty has been granted.

I request that **D’s, F’s and W’s** I received more than _____ years ago no longer be counted in my grade point average or my academic progress. I understand that Time Amnesty may be granted only once during my studies at Community College of Philadelphia. I also understand that Time Amnesty is not recognized by Financial Aid in their calculation of my progress for financial aid eligibility. I am currently enrolled and attending classes at the College.

Student Signature

Date

Counselor Signature

Phone

TO BE USED BY THE OFFICE OF THE VICE PRESIDENT FOR ACADEMIC AFFAIRS

Vice President for Academic Affairs or designee

Date