



Guide to Using Academic Forgiveness

(Updated: 07/18/2025)

Note: Forgiveness requests cannot be submitted on final grade due dates (see Academic Calendar)



Policy overview

- **AOP 12.20: Undergraduate Course Grade Forgiveness and Repeating a Course**
- **9 hours** of Forgiveness for **D or F grades** only
- Only applies to Mississippi State University courses, not transfer courses
- Can be used after the grade is posted and before graduation
- Forgiven grades
 - **remain on the transcript**
 - **do not count** in MSU GPA
 - **do not count** toward **degree requirements**
 - **still counts** for Federal Financial Aid purposes (SAP)
- A **"*S"** will show on transcript when Academic Forgiveness is used
- **Not tied to retaking** the course, but may be advised to do so



Submission Process

1. Student logs into myState > Banner
2. Go to Students > Registration
3. Click **Academic Forgiveness Request**
 - *Third box in Registration column*
4. Check box next to the course and click submit
 - *Could take up to 24 hours to process*
 - *Difficult to be undone*



Discussion Points with Students

D Grades

- ⚠️ Ds can still count towards degree requirements

GPA and Standing

- Will using it **improve** the student's:
 - ✅ **Academic Standing?** (avoid probation/suspension)
 - ✅ **Scholarship Eligibility?**
Advise them to wait to use until after they receive email from scholarship office

Course Relevance

- Is the course **required** for their major?
 - ⚠️ If yes, **when/how/where will they retake it?**
 - ✅ If no: **How will they meet the requirement** a different way?

Major Change

- Are they **changing majors**?
 - ⚠️ Will the course **apply to their new degree?**

Timing Strategy

- **Fall or Spring?**
 - ⚠️ **Fall:** Use sparingly (best for Fs)
 - ✅ **Spring:** Preferred – gives a full GPA picture and helps with long-term planning

Intent & Awareness

- ❌ Are they using forgiveness as a **strategy** or just reacting emotionally?
- ❌ Do they know forgiveness **doesn't remove the grade from the transcript?**
- ❌ Are they aware it **still affects financial aid GPA?**