

## Academic Clemency Implementation

### Clemency Steps

1. Student applies for reenrollment
2. Faculty petition board reviews application
3. SSO confirms major with college or student develops a graduation plan for a new major
4. SSO reenrolls student and puts note in ERS that student is eligible for Academic Clemency
5. Student and advisor meet to register for classes
  - a. Advisor communicates to student that student is eligible for Academic Clemency
  - b. Student and advisor determine which courses will be included in the Academic Clemency process
  - c. Student and college advisor sign Academic Clemency form
  - d. Academic Clemency form is sent to registrar's office. Form must be filed once student registers for first semester back, or at the latest, by the end of the first semester
  - e. Once Academic Clemency is filed, student cannot change courses for clemency
6. Academic Clemency is processed by registrar's office once form is received but GPA will not reflect clemency until calculate is run

### Advising issues

1. Clemency is available to student after a separation from the university of at least five calendar years (see chart).
2. All repeated courses (and course attempts) are included in repeat credit total, including courses used for clemency.
3. If the student withdraws from first semester (or cancels registration), clemency is not granted. However, student is eligible for Academic Clemency upon return and clemency will be applied at the completion of the first semester back
4. Students returning to UMD who were not degree seeking students prior to a five-year absence are not eligible for Academic Clemency. This includes Young Scholars, concurrently enrolled high school student, Science in the Evening.
5. SSO will periodically run lists of Academic Clemency eligible students and distribute to colleges (but this will be after the student has been reenrolled).