



**University Senate  
PROPOSAL FORM**

<b>Name:</b>	Donna B. Hamilton
<b>Date:</b>	February 24, 2015
<b>Title of Proposal:</b>	Suggested Revision to Academic Clemency Policy
<b>Phone Number:</b>	301-405-9354
<b>Email Address:</b>	dhamil@umd.edu
<b>Campus Address:</b>	2110 Marie Mount Hall
<b>Unit/Department/College:</b>	Office of Undergraduate Studies
<b>Constituency (faculty, staff, undergraduate, graduate):</b>	Dean for Undergraduate Studies
<b>Description of issue/concern/policy in question:</b>	<p>The current policy on academic clemency allows too much room for arbitrary decisions, encouraging both uncertainty and a too wide range of interpretation in implementation. Re-wording will reduce this uncertainty and bring the policy in line with current academic standards.</p> <hr/> <p><b>III-1.30(A) UMCP POLICY AND PROCEDURES ON ACADEMIC CLEMENCY</b></p> <p>(APPROVED BY THE PRESIDENT 1 AUGUST 1991)</p> <p>A. Policy</p> <p style="padding-left: 40px;">It is the policy of the University of Maryland at College Park to allow undergraduate students returning to the campus after a separation of at least five calendar years to petition for the removal of a limited number of unsatisfactory or failing grades previously at UMCP.</p> <p>B. Criteria</p> <p style="padding-left: 40px;">In order to obtain academic clemency the following must be met:</p>

	<ol style="list-style-type: none"> <li>1. The student must be readmitted or reinstated at UMCP.</li> <li>2. The student must be registered for classes at UMCP.</li> <li>3. The student must have been separated from UMCP and not enrolled in any other four-year degree program for a period of at least five full calendar years.</li> </ol> <p>C. Procedures</p> <ol style="list-style-type: none"> <li>1. The student must file a written petition with the appropriate dean.</li> <li>2. The petition must contain: <ol style="list-style-type: none"> <li>a. the student's name and social security number;</li> <li>b. the dates the student attended UMCP;</li> <li>c. a list of the courses the student wishes to have removed from the calculation of the grade point average. A maximum of sixteen credits may be removed.</li> </ol> </li> <li>3. The petition must be filed as soon as possible within the first semester of the student's return to UMCP.</li> <li>4. The dean shall decide which, if any, of the courses should be excluded from calculation of the student's grade point average, and shall notify the student in writing of the decision. No more than sixteen credits may be excluded. The decision of the dean is final, and approval is neither automatic nor guaranteed. If the student subsequently changes to another college, the decision of the original dean remains in effect.</li> <li>5. Courses which are excluded are designated on the transcript with the notation E.C. (excluded credit) and are not counted toward graduation requirements, or in the calculation of grade point average.</li> </ol>
<p><b>Description of action/changes you would like to see implemented and why:</b></p>	<p>To clarify that the policy is only meant to help a student get on solid footing for graduation, only grades from 'F' to 'D+' should be available to be removed. The grades/courses removed should not affect positively the student's opportunity for academic/Latin honors. The option for clemency should be automatic and guaranteed, not subject to department/college decision.</p>

**Draft of proposed Academic Clemency Policy (rev Adrian Cornelius 2.6.2015)**

Undergraduate degree-seeking students who have reenrolled to the University of Maryland in pursuit of their initial baccalaureate degree may, after a separation of at least five years from the University (determined by the last day of the last attended semester), file for academic clemency. Academic clemency is available one time only, and subsequent requests will not be granted.

Clemency will be granted only in the student's first semester of reenrollment. Up to 16 credits of D+, D, D- and F grades from courses previously completed at the University of Maryland will be removed from the calculation of the student's cumulative grade point average (GPA).

Courses and grades for which clemency is granted will:

- 1) Remain on the student's transcript
- 2) Cannot be used to satisfy degree requirements
- 3) Be excluded from the student's cumulative GPA calculations on the transcript
- 4) Remain included in the calculation of Latin Honors
- 5) Adhere to the institution's Repeat policy and will be included in the student's repeat limits

If the student's first semester of registration upon reenrollment is canceled, clemency will be vacated and the student will have an opportunity to once again apply for clemency. Clemency is also vacated for students who withdraw from the first semester of reenrollment. However, in the latter case, subsequent requests for clemency will not be granted.

**Suggestions for how your proposal could be put into practice:**

The revised policy would be announced to all colleges, departments, and advising units. Students would consult with an academic advisor when filing for academic clemency. The Registrar's Office would enforce the policy through its regular review of any proposed modifications of transcripts.

**Additional Information:**

USM encourages adoption of policy on academic clemency.  
See 62.- III-1.30-Policy on Academic Clemency



## UNIVERSITY SYSTEM OF MARYLAND

### 62.0 III-1.30-POLICY ON ACADEMIC CLEMENCY

(Approved by the Board of Regents, February 22, 1990)

Each institution, in order to encourage students to resume their pursuit of a baccalaureate degree after an academic separation of at least five calendar years from the institution, may establish an academic clemency policy that may remove or reduce the burden of unsatisfactory or failing grades (as defined by the institution) earned previously at that institution.

Replacement for: BOR I-1.70

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University System of Maryland  
3300 Metzert Road  
Adelphi, MD 20783-1690, USA  
301.445.2740

***Please send your completed form and any supporting documents to [senate-admin@umd.edu](mailto:senate-admin@umd.edu)  
or University of Maryland Senate Office, 1100 Marie Mount Hall,  
College Park, MD 20742-7541. Thank you!***