



POLICY AND PROCEDURE

TITLE:	Early College Programs – Academic Amnesty
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POLICY STATEMENT:

Early College Programs (ECP) allow high school students the opportunity to take Goodwin courses. They are a distinct subset within the Goodwin student body and a description of a transcript amnesty policy is provided. The aim of this policy is to encourage students to undertake the challenge of university classes, but not to penalize them if they should struggle due to an extenuating circumstance, 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:

- Early College Programs – Collection of Academic Amnesty Petitions
 - Office of the Registrar – Transcript change (if applicable)
 - Academic Affairs – Appeal adjudication (if applicable)
1. ECP 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 ECP 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. Students can appeal decision with the Provost.

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

☐ UNIVERSITY CATALOG

☐ STAFF HANDBOOK

☐ FACULTY HANDBOOK

☐ STUDENT HANDBOOK

DEFINITIONS:

Early College – Programs where high school students enroll in Goodwin classes for credit

EXCLUSIONS:

NA

OFFICES DIRECTLY AFFECTED BY THE POLICY:

Provost (Academic Affairs)

Early College Programs

Registrar

HISTORY:

Policy created October 2014

Reviewed and revised 2019

Reviewed re-formatted February 2017

Revised January 2017 – Coordinator of Early College Programs

Reviewed September 2019

Updated with new logo January 2020.

Updated February 2020

Revised July 2025

EFFECTIVE DATE:	October 2014
RESPONSIBLE OFFICE (ONLY ONE):	Early College Programs
REVIEW DATE:	Annually

APPENDIX:

Early College Programs – Academic Amnesty Petition Form

<https://www.goodwin.edu/files/pdfs/policies/early-college-academic-amnesty-form.pdf>