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CARE POLICY APPLICATION

Name of Student _____ Date _____

Student ID _____

Address _____

Under the provisions of the policy on Credential Analysis and Re-evaluation (CARE), I request that the grades for courses listed below be marked on my transcript and that they be excluded from consideration in the calculation of my Grade Point Average (GPA). The courses for which this action is requested were taken during the term: _____ taken at higher education institution _____

Course	Credits	Grade

I understand that the actual record of these courses will continue on my transcript but the grades will be appropriately marked. A maximum of 18 semester hours or 27 quarter hours of "D" and/or "F" along with the grades and credits of all other courses taken in no more than two consecutive semesters or terms taken at APSU or another institution prior to separation may be removed from GPA calculation. **To be eligible for the CARE you must have been separated from higher education for a minimum of 2 years.**

Student Signature _____ Date _____

Major Advisor Signature _____ Date _____

Major Advisor (Print name) _____

Dean of the College _____ Date _____

Dean of the College (Print name) _____

Office of the Registrar	
Action entered on transcript	Date