

Care Policy Application
Austin Peay State University

Name of Student _____ Date _____

Social Security Number _____

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) _____
_____ at (higher education institution)

Course

Credits

Grade

I understand that the actual record of these courses will continue on my transcript, but that the grades will be appropriately marked, and that all grades earned during semesters (maximum is two consecutive quarters/semesters) in which grades of D or F are so marked, will also be marked and will be excluded from my GPA calculation.

Signed _____ Date _____
Requesting Student Applicant

Approved _____ Date _____
College Dean

Action entered on transcript

_____ Date _____
Office of the Registrar

Copy: College Dean