

## Petition for Forgiveness of Previous Terms

You can petition to up to three terms (or up to two semesters) of coursework taken at Cal State East Bay from degree requirements and GPA computations. To have your petition considered, you must:

- Prove that the coursework to be excluded does not represent your scholastic ability, that this substandard performance was due to an extenuating circumstance, and that you be compelled to complete or enroll in additional terms to achieve your baccalaureate degree if your petition is not approved;
- have had five years have elapsed since the most recent coursework to be excluded was completed; and
- have completed at least 22 units at Cal State East Bay since the last term to be disregarded, with a 3.0 GPA, 45 units with a 2.5 GPA, or 67 units with a 2.0 GPA

Submit this completed form and any supporting documents to Enrollment Services via email [reg@csueastbay.edu](mailto:reg@csueastbay.edu) or in person at the Enrollment Information Center in the lobby of the SA Building. The Appeals Committee will review your petition within approximately two weeks upon receipt of the petition and inform you of the decision via your Horizon email account. Cal State East Bay honors the exclusion policies of other institutions. Each term excluded by another institution reduces by one of the number of terms that Cal State East Bay will consider for exclusion.

I am a

- Returning undergraduate student
- Continuing undergraduate student

Name: \_\_\_\_\_ Net ID: \_\_\_\_\_  
Last First MI

Address: \_\_\_\_\_ Phone: \_\_\_\_\_  
Number Street City State ZIP

Expected Term of Graduation \_\_\_\_\_

Major \_\_\_\_\_

Term(s) to be disregarded: (one, two, or three entire terms OR one or two entire semesters)

Term/Semester \_\_\_\_\_ Year \_\_\_\_\_ College \_\_\_\_\_

Term/Semester \_\_\_\_\_ Year \_\_\_\_\_ College \_\_\_\_\_

Reason for request: (please be specific) \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

### DO NOT WRITE IN THIS BLOCK

G.P.A. at CSUEB since most recent term to be disregarded \_\_\_\_\_  
(current term cannot apply)

Units taken at CSUEB since most recent term to be disregarded \_\_\_\_\_  
(current term cannot apply)

Committee Action \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Signature

Approved

Denied