



# Request to Waive an “F” Grade

Please complete and return to: registrar@northshore.edu

**Policy:** An “F” grade that is earned within the first 30 attempted credits at NSCC may be waived any time before graduation by submitting a written application. A maximum of three “F” grades may be waived. It is required that you discuss fully the option to waive “F” grade with your faculty advisor or a counselor in the Student Support and Advising Center. When an “F” grade is waived, it will not be calculated into the cumulative GPA. After you have graduated, you may not request to waive an “F” grade which would affect any semester before graduation.

**Please Note:** For the purpose of determining honors eligibility, the “FN” grade will be calculated into the cumulative GPA as zero quality points.

Date of Request: \_\_\_\_\_ Student ID#: \_\_\_\_\_

Date of Birth: \_\_\_\_\_

First Name: \_\_\_\_\_ Last Name: \_\_\_\_\_

NSCC Email: \_\_\_\_\_

Course Number	Course Title	Semester “F” Received
		<input type="checkbox"/> Fall <input type="checkbox"/> Spring Year: _____ <input type="checkbox"/> Summer
		<input type="checkbox"/> Fall <input type="checkbox"/> Spring Year: _____ <input type="checkbox"/> Summer
		<input type="checkbox"/> Fall <input type="checkbox"/> Spring Year: _____ <input type="checkbox"/> Summer

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
**By typing your name, you are verifying that this is your signature.**

Advisor Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
**By typing your name, you are verifying that this is your signature.**

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