

Grade Relief Application

A student whose transcript shows an absence from Brandon University of five years or more may appeal to the University Registrar, at any time prior to graduation, for grade relief related to all courses taken prior to the absence.

If granted grade relief, all registered courses and grades obtained, prior to the minimum five-year absence continue to appear on the student's transcript. However, the following adjustments are made:

1. Any credit earned for these courses is removed;
2. These course grades do not count in any GPA calculations;
3. On the transcript, each of these courses is assigned a status of GRP (Grade Relief Policy) and;
4. On the transcript, at the end of the session immediately preceding the absence, the following notation is added:
Grade Relief Request Granted.

Grade relief applies to all courses taken prior to the minimum five-year absence. Grade relief may be granted only once to a student during their studies at Brandon University.

Students on campus should submit the completed form to the Registrar's Office (Rm. 117, Main Floor, A.E. McKenzie Bldg). Students residing outside of Brandon may mail the form to the Registrar's Office, Brandon University, Brandon, MB R7A 6A9, fax it to 204.727.4072, or send a scanned copy by email to registrar@brandonu.ca

Personal Information:

Student #	_____	Degree:	_____
First Name:	_____	Last Name:	_____
Current Address:	_____	Email:	_____
_____		Phone #:	_____

Comments:

Submission Date

Applicant's Signature

Approval Date

University Registrar's Signature

REGISTRAR'S OFFICE