

Undergraduate Grade Adjustment Policy (GAP)

All regularly admitted undergraduate students, who were enrolled during fall 2000 or after, may delete a maximum of three (3) course grades of D or F (including FA) associated with their undergraduate degree program from the computation of their cumulative GPA. Deletion of grades from the computation of the cumulative GPA is not available to professional students in audiology, pharmacy and veterinary medicine. Grades and credit considered as transfer credit, courses earned in a previously awarded baccalaureate degree, or grades that have been assigned as a result of academic misconduct are excluded from this policy. Courses where a grade of F is earned for academic honesty may not be gapped.

This policy does not offer exemption from academic requirements for Auburn University degrees; adjustment only applies to grades in individual courses.

All core and major requirements must be met for graduation. Students should be aware that D or F/FA/U grades in required courses may be deleted from the computation of the cumulative GPA prior to a repeat, but the required course must be repeated at Auburn University before graduation.

Where a specific course is required for the core or a major, that course must be repeated to replace the deleted grade. Courses covered by this policy and needed to meet core area requirements or elective courses within a major may, subject to the approval of the academic dean, be replaced by any course accepted for that requirement, where applicable. All courses for which a grade is awarded at Auburn University will remain on the transcript. Courses for which a grade has been deleted from the cumulative GPA will have the grade recorded and a notation on the transcript that the grade has been excluded from the earned hours and the cumulative GPA. Students may submit a written request for grade deletion to their academic dean's office at any time prior to graduation. Once a request for deletion of a grade has been granted and that grade has been removed from the calculation of the cumulative GPA, the grade and credit cannot be restored.

Students should follow guidelines for the repeat of courses in which grades of A, B, or C have been awarded (See the following section on Other Policies on Repeat of Courses). However, all grades will be used for determining all academic honors.

All Auburn University transcripts will include two GPAs: a semester GPA, and a cumulative GPA. The transcript will carry an appropriate notation that the cumulative GPA may not include grades for all courses attempted.

Note that a student may not GAP a course in a degree program once that program is complete and the degree earned.

Effective summer term 2010, the GAP process at Auburn will change from the traditional paper/campus mail structure to an electronic 'Workflow' structure. Step-by-step instructions on how to maneuver through the electronic GAP system in Workflow can be found at the AUACC website http://www.auburn.edu/academic/societies/advisors_counselors_caucus/

If Workflow is not functioning or some other obstacle prevents the Workflow structure to be initiated for a student, the GAP process can default to the original paper/campus mail structure if necessary.

The original GAP form can be found at:

http://www.auburn.edu/administration/registrar/faculty_and_staff/forms.html

Academic advisors with questions regarding the steps in Workflow process in Banner for GAP should contact [Robin Ellis](#) by email or by calling 844-8075.

The completed paper copy of the GAP form should be sent to:

[Office of the Registrar](#)

Langdon Hall
152 South College Street
Auburn, Alabama 36849

Note that gapped grades will be seen by graduate schools and professional programs and may use un-gapped GPAs in the selection process.