



Request for Deletion of Courses from Final Grade Point Average (GPA)

Office of the Registrar
 101 Bresee Hall
 Hartwick College
 Oneonta, NY 13820
 Tel: 607-431-4460; Fax: 607-431-4260

For office use only:	
Sent:	_____

Holds:	_____

Please complete this form and return it to the Registrar's Office prior to the end of your final term at Hartwick.

In order to meet the minimum 2.000 cumulative and major grade point averages required for graduation, a senior may elect during his or her final term to exclude from the final cumulative grade point average any course not needed to meet graduation requirements (including total number of academic credits). Such grades will still be shown on the transcript but will not be calculated within the final cumulative grade point average.

Please Note: This form cannot be used if your major and cumulative GPA are above 2.000

Name: _____ Date: _____
 Email address: _____ Phone (in case of questions): _____
 Hartwick ID #/Social Security Number: _____

List courses below:

To be completed by the <u>Student</u>				To be completed by the <u>Registrar</u>
Term	Course Title	Credit	Final Grade	Approved?
				Y / N
				Y / N
				Y / N

Student's Signature

By signing this form you verify that all of the above information is true and you have read and understand any and all policies related to this request.

 Student's Signature Date

 Registrar's Signature Date