

**4240**

Administrative Regulation

**ACADEMIC RENEWAL WITHOUT COURSE REPETITION**

Students may petition to have their academic record reviewed for academic renewal of substandard academic performance under the following conditions:

- A student may request academic renewal multiple times, for up to 30 units of substandard coursework (grades of D's and F's), completed at GCC through the "Petition for Academic Renewal." The petition should be submitted to Admissions and Records.
- The student's official transcript must demonstrate evidence of recent academic ability defined as:
  - 12 semester graded (A-F) units with at least a 2.00 GPA
  - These 12 units must be consecutive and must have begun any time after the coursework to be disregarded
- If the student is using coursework completed from another regionally accredited college to demonstrate evidence of recent academic ability, the student is responsible for presenting official transcripts to GCC.
- There must be a lapse of at least one semester (fall or spring) since completion of the most recent coursework to be disregarded.
- Academic renewal may not be applied to any courses that have been used to satisfy certificate requirements, associate degree requirements, and/or transfer general education requirements.
- If and when the petition is granted, all grades will remain on the student's official transcript. Courses will be notated on the transcript that units and grades have been disregarded from the grade point average.
- Academic renewal is permanent and cannot be reversed.
- Coursework to be disregarded is limited to 'D' and 'F' grades in courses not subsequently completed with a 'C' or higher at GCC.

References:

- Title 5 Sections 55044 and 55046
- Accreditation Standard I.B.1 and I.B.7 (2014)
- See Board Policy 4240

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