



## ACADEMIC RENEWAL PETITION

Student ID # or SSN: \_\_\_\_\_ Date: \_\_\_\_\_

Full Name: \_\_\_\_\_  
PLEASE PRINT Last Name First Name Middle Name

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  Notify me by Zonemail  
 Notify me by alternate email: \_\_\_\_\_

### REGULATIONS

Academic Renewal, in accordance with Title 5, Section 55046, is a process that permits the alleviation of substandard (grades of "D" or "F") academic coursework not reflective of the student's current scholastic ability. The grades alleviated by this process will be disregarded in the computation of the student's grade point average. A maximum of 24 units may be renewed. **Academic Renewal can only occur once and cannot be reversed. Additionally, it does not remove substandard grades from your transcript.** Academic Renewal at Chabot College and Las Positas College does not guarantee that other colleges will accept this action. Acceptance of Academic Renewal is at the discretion of the receiving institution. **Only substandard grades from courses taken at Chabot College and Las Positas College will be alleviated.**

### CONDITIONS OF ELIGIBILITY

1. For students to be eligible for Academic Renewal, a period of at least two (2) years must have elapsed since completion of the coursework to be disregarded.
2. The student must have completed the following at a regionally accredited institution:
  - ◆ a minimum of 12 units taken consecutively with a grade point average of 2.5 or better; or
  - ◆ a minimum of 20 units with at least a 2.0 grade point average.
3. The work to be disregarded does not include courses previously used to establish eligibility for transfer, graduation, or certificates of achievement.
4. Petitions for Academic Renewal should be submitted to the Office of Admissions and Records.

### REQUESTED COURSES

|   |   |
|---|---|
| Course: _____ Semester & Year: _____ Grade: _____ | Course: _____ Semester & Year: _____ Grade: _____ |
| Course: _____ Semester & Year: _____ Grade: _____ | Course: _____ Semester & Year: _____ Grade: _____ |
| Course: _____ Semester & Year: _____ Grade: _____ | Course: _____ Semester & Year: _____ Grade: _____ |
| Course: _____ Semester & Year: _____ Grade: _____ | Course: _____ Semester & Year: _____ Grade: _____ |

If approved, coursework will be annotated on the student's permanent academic record in such a manner that all work remains legible, ensuring a complete academic history. **An updated unofficial transcript will be mailed to your address on file.** If denied, a letter will be mailed instead. As you complete this petition, we strongly encourage you to meet with a counselor for a review of this process, and for consideration of the impact on your progress towards your educational goal.

|  |             |
|--|-------------|
| Student's Signature <input type="text"/> | Date: _____ |
|--|-------------|

### OFFICE USE ONLY

|                                   |   |
|-----------------------------------|---|
| <input type="checkbox"/> APPROVED | _____ Date: _____                             |
| <input type="checkbox"/> DENIED   | <i>Signature, Dean of Enrollment Services</i> |

Reason \_\_\_\_\_

Posted by: \_\_\_\_\_ Date: \_\_\_\_\_ Student Notified: \_\_\_\_\_