



San Diego Community College District
Petition for Academic Renewal without Course Repetition

City Mesa Miramar

Name: _____ Student ID Number: _____
 (PRINT) Last First Middle

Address: _____ Birth Date: _____
 Street City State Zip

E-mail: _____ Telephone: _____

List All Previous Colleges Attended:

Please choose one of the two options below with a maximum of one semester/session or 12 units, whichever is greater.

a) Semester/Session to be disregarded from GPA

Semester/Session	Year	Units	Institution

OR

b) Course(s) to be disregarded from GPA

Course # (e.g. HIST 100)	Semester and Year	Units	Institution

➤ **Requirements for consideration** (*Student must meet all conditions below*)

1. Course(s)/Semester/Session must be substandard (below 2.0 GPA).
2. Transcripts from all institutions attended must be officially on file.
3. Successfully complete, in a regionally accredited college or university, 15 units with a GPA of at least 2.0 subsequent to the coursework to be disregarded. All courses taken during the semester/session in which the student reaches or exceeds the 15 unit minimum will be used in computing the 2.0 GPA.
4. One year must have elapsed since the most recent coursework to be disregarded was completed.

I request to have the above substandard coursework disregarded because it is not reflective of my present ability. I have read the policy on the reverse side of this form. I understand the implications of this policy and have reviewed those implications with the counselor. I further understand that the action is irreversible once approved.

Student Signature: _____ Date: _____

Counselor Name: _____ Signature: _____ Date: _____

OFFICIAL USE ONLY

Approved Denied

Comments: _____

Evaluator Signature: _____ Date: _____

Posted by: _____ Date: _____

District Regulations Governing Academic Renewal without Course Repetition

1. A maximum of 12 units or one semester/session may be disregarded, whichever is greater. For purposes of academic renewal for summer session work, a summer session will be defined as all courses which commence after the termination of the Spring semester and end prior to the commencement of the Fall semester. Intersession work will be included in Spring semesters. Short-term or carry-over classes will be considered to be part of the semester or session in which credit is awarded or a grade is recorded to the student's permanent record.
2. If grade alleviation has already been applied two times for a course, the course will not be eligible for academic renewal without repetition and will remain on the academic record.
3. If previous action for academic renewal has been applied to coursework included in the semester to be disregarded, the course will not be eligible for academic renewal without repetition and will remain on the academic record.
4. Work taken at another institution may be alleviated in our computations for purposes of graduation from one of the District colleges under the regulations stated above.
5. The permanent academic record will be annotated in such a manner that the record of all work remains legible, ensuring a true and complete academic record.
6. Recalculation of the grade point average may be used toward qualification for graduation with honors.
7. Academic standing for the semester/session(s) will not be adjusted.
8. Academic renewal without repetition may only be applied to 'F' grades for courses taken prior to a degree or certificate awarded.