

 **FOOTHILL COLLEGE**
Petition for Academic Renewal

Student Name: _____ CWID# _____

Academic Renewal is a policy permitting students to request the exclusion of selected coursework from the Foothill GPA up to a **maximum of 45 units of three uninterrupted sequential quarters**, which may include a summer session. The coursework to be excluded must include grades of D+, D, D--, F, and/or NP. Students must consult with a counselor before petitioning for Academic Renewal.

If a student received a substandard grade in any course(s) that have deactivated, an exception to the minimum academic renewal requirements can be granted and may be disregarded from the student's cumulative GPA.

Eligibility for academic renewal requires that you meet following criteria:

- _____ Courses to be disregarded were completed at least **THREE** quarters ago.
- _____ Foothill College courses and any other regionally accredited college coursework (lower and upper division) that you have completed must show one of the following since the last quarter to be disregarded:
(If you have attended another college, you must have an official transcript on file)
 - " completion of 45 units with a GPA of 2.0 or higher
 - " completion of 30 units with a GPA of 2.5 or higher
 - " completion of 15 units with a GPA of 3.0 or higher

Which courses and/or quarter(s) are you asking to disregard?

Quarter Taken <i>i.e. Fall 2013</i>	Course No. & Course Title <i>i.e. Math 10 Elementary Statistics</i>

- " Other institutions may or may not accept the adjustment made in the Foothill College GPA.
- " A student may be granted academic renewal only once **and it is not reversible**.
- " If the student has earned a certificate or degree, i.e. AA/AS/ADT/CEA at either Foothill or De Anza College, courses taken prior to the awarding of the degree cannot be excluded.
- " The student transcript shall be annotated in such a manner that all work remains legible, ensuring the true and complete academic history.

Student Signature: _____ Date: _____

Counselor Signature: _____ Date: _____

Submit this form to Admissions & Records after meeting with a counselor. Please allow one to three weeks for processing your request.

Office Use Only

Record of Action: