

AP 4240 Academic Renewal

Reference: ***Title 5 Section 55046***

Date Issued: August 21, 2012 Updated:

NOTE: *This procedure is legally required. Local practice may be inserted but **should** comply with the following:*

Students may petition to have their academic record reviewed for academic renewal of substandard academic performance. Academic Renewal will be considered under the following conditions:

- At least [set time limit] one year must have elapsed from the time the coursework to be removed is completed, and
- Students must have achieved [set a minimum of at least 2.0] at least a 2.5 Grade Point Average (GPA) in [set minimum number of units] 12 units or 2.0 GPA in 18 units.

Up to [set unit limit] 30 units of course work may be eliminated from consideration in the cumulative grade point average.

Specific courses and/or categories of courses that are exempt from academic renewal must be described. Academic renewal actions are irreversible. When academic renewal procedures permit previously recorded substandard coursework to be disregarded in the computation of a student's grade point average, the student's permanent academic record should contain an accurate record of all coursework to ensure a complete academic history.

Academic renewal procedures may not conflict with the District's obligation to retain and destroy records or with the instructor's ability to determine a student's final grade.

NOTE: *Additional local procedures should be inserted, which **must include:***

- The procedures to be followed by the student in requesting academic renewal.
- Designated authorities.

Substandard coursework completed at Cuyamaca/Grossmont College may be alleviated from consideration in the computation of the cumulative GPA as follows:

The student may select Option I or Option II. The student may **not** apply for both.

Option I: A maximum of any 30 units of substandard coursework (grades D or F only) may be alleviated. This option may be approved twice subject to a total of 30 units.

Substandard coursework (grades D or F) in multiple attempts of a single course will only be counted once toward the 30 unit limit.

Option II: Two complete semesters in which the semester GPA is below 2.0 may be alleviated. Courses taken at Cuyamaca College and Grossmont College during the same semester shall be combined and counted as one semester.

Academic renewal does not provide an exception to the course repetition policy.

The Chancellor shall ensure that the procedures to be followed by the student in requesting academic renewal are set forth in detail in the Grossmont and Cuyamaca College catalogs and on the District website.