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 References:

AP 4240 Academic Renewal

(Replaces current SBCCD AP 4240)

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 ~~under the following conditions:~~ which is not reflective of their demonstrated ability under the following conditions:

- ~~▪ Students must have achieved a grade point average of [set a minimum of at least 2.0] in [set minimum number of units], and~~
- ~~▪ At least [set time limit] must have elapsed from the time the course work to be removed was completed.~~

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

- Students may petition to have eliminated from the computation of the total grade point average any units and credits taken during not more than two consecutive terms of attendance, excluding Summer Session, at any college within the San Bernardino Community College District.
- Students must have achieved a minimum grade point average of 2.5 in all coursework completed subsequent to the semester(s) requested in the petition.
- Students must complete a minimum of twenty-four semester units subsequent to the semester(s) requested in the petition, at any accredited college.
- At least two-semester must have elapsed from the time the course work to be removed was completed.
- A student may not petition for academic renewal under this procedure more than one time per college.
- Up to thirty units of course work may be eliminated from consideration in the cumulative grade point average per college.

~~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 actions are irreversible. Institutional action taken under this procedure will not remove the courses, units, grades, or any other information from the student's permanent record. When academic renewal procedures permit previously recorded substandard course work to be disregarded in the computation of grade point averages, the

permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

Academic renewal procedures will not prevent the student from retaking the course in a subsequent semester, if necessary, in accordance with course repeat policies or alter records of previous attempts of the same course.

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.~~
- ~~• From current SBCCD AP 4240 titled Academic Renewal~~

~~A. Petition~~

~~A student may petition to alleviate previous substandard academic performance that is not reflective of his/her present demonstrated abilities.~~

~~B. Terms and Conditions~~

~~A student may petition to have eliminated from the computation of the total grade point average any units and credits taken during not more than two consecutive terms of attendance, excluding Summer Session, at any accredited college. The terms in question must have been completed at least two semesters prior to the time of submitting the petition. In addition, the student must have completed twenty-four units at an accredited college with a grade point average of 2.5 or better subsequent to the term(s) being petitioned.~~

~~C. Limits~~

~~A student may not petition for academic renewal under this **policy procedure** more than one time and may not exceed a total of thirty units.~~

~~D. Notation to Record~~

~~Institutional action taken under this procedure will not remove the courses, units, grades, or any other information from the student's permanent record. A fine line will be drawn through each course affected so that all work attempted, once entered on the record, remains legible and reflects the student's complete academic record.~~

Students must file the Petition for Academic Renewal in the Admissions & Records Office at the respective college where the units were completed. The determination of eligibility will be decided by the Director of Admissions & Records, or their designee.

Reference:

Title 5, Section 55046 55044

Attachments:

AP 4240 Academic Renewal - Comments
AP 4240 Academic Renewal - Legal Citations
AP4240 -OLD.pdf