

Request for Academic Renewal

RECEIVED BY _____

DATE _____

PLEASE PRINT AND USE INK.

This application is a request for academic renewal. You will be notified of the final decision by the College Petitions Committee.

DATE _____

MARIN ID

M									
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KENTFIELD CAMPUS INDIAN VALLEY CAMPUS

NAME _____

LAST

FIRST

MIDDLE INITIAL

MAILING ADDRESS

NUMBER

STREET

CITY

STATE

ZIP CODE

DAY PHONE

AREA CODE

TELEPHONE NUMBER

E-MAIL ADDRESS

- Yes, I have met with an Academic Counselor with regard to this petition. If no, please make an appointment with a counselor regarding academic renewal at ss.marin.edu/counseling.
- I have not requested academic renewal at College of Marin.

I have read the regulations for academic renewal on the reverse and hereby request academic renewal for the following (courses not to exceed 36 units):

TERM (please check)			YEAR	COURSE NUMBER	UNITS	COURSE TITLE
Fall	Spring	Summer				
Total Units						

ENTER FULL NAME AS SIGNATURE* _____ DATE _____

DO NOT WRITE BELOW THIS LINE.

COLLEGE PETITIONS COMMITTEE

APPROVED DENIED PENDING

SIGNATURE _____ DATE _____

COMMITTEE RECOMMENDATION

ACADEMIC RENEWAL

Reference:

Title 5 Sections 55042, 55044 and 55046

AP 4240

Academic renewal provides students with an opportunity to reverse the negative impact of past academic failures at College of Marin without course repetition:

- Academic renewal is not automatic.
- Academic renewal actions are irreversible.

All course work granted academic renewal status shall not be computed in the student's grade point average or non-progress grade percentage and this shall be noted on the student's permanent record.

Academic Renewal does not guarantee that other institutions outside the District will approve such action. This determination will be made by the respective transfer institution.

Students who have been awarded an Associate Degree may only apply for academic renewal under the following conditions: Students with grades of "F", "FW", "NP" and "NC" and coursework completed after the Associate Degree is awarded may be considered for academic renewal.

Students who have been awarded a Certificate of Achievement may apply for academic renewal providing the courses requested for academic renewal were not applied towards the Certificate of Achievement.

Students may request academic renewal for substandard academic performance under the following conditions:

1. At least one semester (excluding summer session) must have elapsed since the last substandard grades were recorded.
2. The unit count begins the semester after the last substandard grade was received. The student has subsequently completed:
 - a) 24 units at a satisfactory level (minimum 2.00 grade point average/GPA) with no more than 6 units of physical activity courses used to demonstrate improved academic ability or
 - b) 12 letter-graded units (minimum 3.00 grade point average/GPA) with no more than 3 units of physical activity courses used to demonstrate improved academic ability.
3. A maximum of 36 units of substandard course work may be eliminated from consideration in the cumulative grade point average. Substandard grades are any grades lower than a "C," "CR" (Credit) or "P" (Pass). No more than two substandard grades for the same course may be alleviated as per Title 5 Section 55042.
4. Students' most recent semesters utilized to demonstrate that the substandard work is not a reflection of the student's ability must not include grades below "C", "I", "IP", "FW", "NC," or "NP" grades. (Semesters with excluded grades below "C", "FW", "NC," and "NP" grades do not count toward Academic Renewal.)
5. Work from other colleges with recognized accreditation may be considered. If using course work from another regionally accredited college, official transcripts must be attached. Transcripts must be evaluated according to the terms outlined in this procedure.
6. Academic renewal does not allow a student to repeat courses they have already repeated the maximum number of times.
7. All students are urged to consult a counselor with questions regarding academic renewal procedures before submitting the Request for Academic Renewal to the Office of Enrollment Services. Under certain conditions, "D" grades may have value for meeting general education requirements for local degrees. Students must meet with a counselor to review the academic renewal policy and options pertaining to their educational goals since this process is not reversible.

Annotating the permanent academic record shall be done in a manner that all work remains legible, ensuring a true and complete academic history.