Resolution 2010.04.07.02: That the CCSF Academic Senate Executive Council approve the perfected Academic Renewal Policy as recommended by A.P.

MSC

Appendix: Reference Documents for Agenda Items

B. Proposed Clarifying Language on CCSF’s Academic Renewal Policy

Academic Renewal/Exclusion

A student may petition to have previous substandard college grades of “D” or “F” excluded from grade point average calculations if that work is not reflective of the student’s present level of performance. However, to ensure a true and complete academic record, the permanent academic record will show all of the student’s course work, including excluded classes.

A request for academic renewal will be granted under the following conditions:

1. A student must have completed at an accredited college at least 24 degree applicable semester units with grade point average of at least 2.0 or 12 semester units with a grade point average of at least 3.0. These units must be earned subsequent to the last any grade of “D” or “F” to be excluded.

2. At least one year must have elapsed since the most recent course work last “D” or “F” grade to be excluded was recorded.

3. A maximum of 24 units can be excluded from the grade point average, and academic renewal will only be granted once.

4. A student’s official transcript will include a notation of when the request of academic renewal was granted as well as the fact that grades from other institutions may be used to satisfy the requirements for academic renewal.

The petition for Academic Renewal/Exclusion may be picked up at the Admissions and Records Office, Conlan Hall, Room 107.

Students are reminded of the following:

- Only courses taken at City College may be lined out to qualify for academic renewal.
- Some transferring destination transfer institutions may not accept the lining out of grades for academic renewal and may recalculate the grade point average. Students who plan to transfer to other institutions should inquire of the transfer institution its policy.
contact the receiving transfer institution and ask how they apply grade exclusions (academic Renewal).

- Once an Associate degree has been awarded at City College, courses taken prior to the awarding of the degree cannot be excluded.
- Transcripts from only accredited institutions will be accepted.

Students who wish to have grades lined out excluded under this the Academic Renewal Policy must request a petition from the Office of Admissions and Records. Since academic renewal will be granted only once, student considering the petition are advised to file the petition at a time close to their graduation or transfer. Because Academic Renewal may affect educational goals (such as graduation and transfer), students must see their counselors for assistance with the Academic Renewal petition which requires a counselor signature.