



## ACADEMIC RENEWAL REQUEST

**ACADEMIC RENEWAL:** Academic Renewal Policy allows up to a maximum of 30 units of coursework taken within the LACCD for which grades of D or F were received to be removed from a student's grade point average calculation if the requirements below are met. The original grade will still appear on the transcript with a notation indicating academic renewal has been granted.

This policy is adopted for use in the Los Angeles Community College District only (Board rule 6700). Other institutions may differ, and students planning to transfer to another college should contact that institution regarding its policy.

### REQUIREMENTS:

- ï Student must have achieved a grade point average of 2.5 in their last 15 semester units or 2.00 in their last 30 semester units completed at any accredited college or university.
- ï At least one calendar year must have passed since the course work to be removed was completed.

<b>STUDENT LAST NAME</b>	<b>FIRST NAME</b>	<b>MI</b>	<b>STUDENT ID NUMBER</b>	<b>DOB</b>

### I AM REQUESTING ACADEMIC RENEWAL FOR THE FOLLOWING COURSES

Term & Year	Course Name and Number	Grade Received

Term & Year	Course Name and Number	Grade Received

List all colleges and/or universities you have attended outside The Los Angeles Community College District. If you attended classes at East, City, Harbor, Mission, Pierce, Trade, Valley or West College, no transcripts are needed. Student Initials: \_\_\_\_\_

College or University Name	Dates Attended

Did you order your official Transcripts from the universities listed above? YES \_\_\_ NO \_\_\_ Student Initials: \_\_\_\_\_

Did Pierce College received the official transcripts from the universities listed above? YES \_\_\_ NO \_\_\_ Student Initials: \_\_\_\_\_

### FOR ADMISSIONS AND RECORDS USE ONLY:

<b>COURSES APPROVED</b>						
<b>COURSES DENIED</b>						

Authorized Signature: \_\_\_\_\_

Date: \_\_\_\_\_