



# ACADEMIC RENEWAL PETITION FORM

(Student, please return completed form to the Welcome Center.  
You will be notified in writing regarding the status of your petition.

**Student Name:** \_\_\_\_\_  
(Last) (First) (Middle)

**Mailing Address:** \_\_\_\_\_  
Street/Box City State Zip

**Phone Number:** \_\_\_\_\_ **Student Number:** \_\_\_\_\_

As per [5.6.0.4](#) (page 25) of the VCCS Policy Manual, I believe that I meet the following eligibility requirements for Academic Renewal and hereby petition to have my cumulative grade point average (GPA) adjusted accordingly:

**I have been separated from the college for (at least) 5 YEARS**  
from \_\_\_\_\_ to \_\_\_\_\_, and  
(Semester and Year) (Semester and Year)

I have earned (at least) a 2.50 grade point average (GPA) for the last 12 credits completed after re-enrolling from my 5 year separation.

I understand that in receiving an Academic Renewal adjustment to my cumulative GPA:

- An Academic Renewal adjustment may be granted only one time;
- Once granted by the college, Academic Renewal cannot be revoked;
- Although my cumulative GPA will be adjusted in future terms, all of my previously earned grades will still be shown on my permanent record;
- Any course credit with a grade of 'D' earned during the Academic Renewal adjustment period will not count toward future graduation requirements;
- An Academic Renewal notation will be made on my permanent record; and
- The granting of Academic Renewal does not affect any previous academic, financial, or administrative determination made by the college.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

<b>Welcome Center Use Only:</b>		
Re-enroll Term: _____	Renewal Effective Date: _____	Renewal Effective Term: _____
Registrar Signature: _____	Letter Sent on: _____	By: _____