



ACADEMIC RENEWAL PETITION FORM

(Student, please return completed form to the Admissions and Advising 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:** _____

Admissions and Advising Center Use Only:
Re-enroll Term: _____ **Renewal Effective Date:** _____ **Renewal Effective Term:** _____
Registrar Signature: _____ **Letter Sent on:** _____ **By:** _____