



**CERRITOS COLLEGE
PETITION FOR ACADEMIC RENEWAL**

SECTION I: STUDENT INFORMATION

Term: Fall Spring Summer Year: _____

Name: _____ Student ID: _____

Last Name First Name M.

SECTION II: ACADEMIC RENEWAL

A student may request up to 30 units of substandard course work attempted to be annotated and disregarded in the computation of the student's grade point average or requirements for a degree. **A student may be granted academic renewal only once.**

Semester Requested	<u>i.e. Fall 2021</u>	Course	<u>i.e. ENGL 100</u>
Semester Requested	_____	Course	_____
Semester Requested	_____	Course	_____
Semester Requested	_____	Course	_____
Semester Requested	_____	Course	_____

Please submit this form only after you have submitted official transcripts from your outside organizations to the office of Admissions and Records.

Student Signature: _____ **Date:** _____

Cerritos College Office Use Only

Approved **Denied**

Processed By: _____ Date Form Processed: _____



CERRITOS COLLEGE PETITION FOR ACADEMIC RENEWAL

Academic Renewal Policy

An Academic Renewal procedure permits alleviation of previously recorded sub-standard (“D,” “F,” and “NP”) academic performance which is not reflective of a student’s present demonstrated ability and level of performance. The permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.

1. A student may request that up to 30 units substandard coursework attempted be annotated and disregarded in the computation of the student’s grade point average or requirements for a degree. Only those requested courses with substandard grades will be disregarded.
2. At least twenty-four (24) units of college work from an accredited institution with a grade point average of 2.0 must be completed after the 30 units of course work to be alleviated.
3. A student may be granted academic renewal only once.
4. No alleviated course work shall apply toward degree requirements.
5. Some senior-level institutions and possibly, certain out-of-state community colleges do not honor academic renewal. It is the student’s responsibility to ensure that his/her transfer institution will approve of academic renewal from Cerritos College.
6. Submit the completed form to admissions-info@cerritos.edu