

Academic Affairs

1 **AP 4240 ACADEMIC RENEWAL**

2 **References:**

3 Title 5, Section 55044

4 Students may petition to have their academic record reviewed for academic renewal of
5 substandard academic performance which is not reflective of their demonstrated ability
6 under the following conditions:

- 7 • Students must have achieved a grade point average of at least 2.0 in 24 units
8 taken after the time the course work to be removed was completed.

9 Up to 30 units of Cerritos College course work in which substandard grades were received
10 may be eliminated from consideration in the Cerritos College cumulative grade point
11 average. Substandard grades are defined as “D,” “F”, and “NP”.

12 Specific courses and/or categories of courses that are exempt from academic renewal
13 must be described; they are those for which a grade of “P”, “C”, or better has been
14 recorded. Academic renewal actions are irreversible and may only occur one time. When
15 academic renewal procedures permit previously recorded substandard coursework to be
16 disregarded in the computation of a student’s grade point average, the student’s
17 permanent academic record shall contain an accurate record of all coursework to ensure
18 a complete academic history.

19 Academic renewal procedures may not conflict with the District’s obligation to retain and
20 destroy records or with the instructor’s ability to determine a student’s final grade.

21 A student must specify courses to be considered under the academic renewal policy as
22 well as the term in which the course work was attempted. It is the student’s responsibility
23 to ensure that his/her transfer institution will approve of academic renewal from Cerritos
24 College. A student may petition for academic renewal at the Office of Admissions and
25 Records.

26 Office of Primary Responsibility: Vice President, Academic Affairs

Date Approved: August 20, 2007
Dates Revised: June 18, 2008; December 10, 2008
Date Reviewed: January 16, 2019