

**Admissions & Records**

College of the Siskiyous, 800 College Ave., Weed, CA 96094  
Phone: (530) 938-5500 - Fax: (530) 938-5367 – Email: registration@siskiyous.edu

**Academic Renewal Petition**

AP 4240

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ MI: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Student ID#: S00 \_\_\_\_\_ or SSN: \_\_\_\_\_

COS Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Semester(s) from which substandard grade(s) (D, F, FW, P/NP) be disregarded (up to 30 units from a lifetime maximum of two semesters):

Semester: \_\_\_\_\_ Semester: \_\_\_\_\_

Course: \_\_\_\_\_ Course: \_\_\_\_\_

Course: \_\_\_\_\_ Course: \_\_\_\_\_

Course: \_\_\_\_\_ Course: \_\_\_\_\_

Course: \_\_\_\_\_ Course: \_\_\_\_\_

I have met the unit completion requirement as shown:

- 12 units with 3.0 grade point average
- 24 units with 2.5 grade point average
- 36 units with 2.0 grade point average

Statement of why the petition should be approved:

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

**You must submit an official transcript if you are using coursework from another college.**

<b>Office Use Only</b>	
_____ Official Signature	_____ Date
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	

**College of the Siskiyous  
Academic Renewal  
AP 4240**

Students with prior substandard academic performance may petition to have a maximum of 30 units of D, F, FW, and NC grades from a lifetime maximum of two semesters disregarded from the cumulative grade point average. The semester grades will remain on the transcript, but are no longer calculated in the GPA. The following requirements apply:

Students must have completed:

1. 12 semester units with a 3.0 GPA,
2. or 24 semester units with a 2.5 GPA,
3. or 36 semester units with a 2.0 GPA since the last term in which the course to be disregarded was earned (coursework from any accredited college or university may be used for this purpose), and
4. at least one year must have elapsed from the time the coursework to be disregarded was completed.

Academic renewal actions are irreversible. Disregarded courses may not be used toward a degree or a certificate. Similar actions by other accredited colleges and universities will be honored. However, disregarded work by another institution will be counted as part of the maximum of 30 units to be disregarded.

Academic renewal is for GPA only. It does not affect attempts or non-evaluative grade symbols.

The student's permanent academic record should be annotated in such a manner that it contains an accurate record of all coursework to ensure a complete academic history.

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

Exceptions: Any exceptions to the above procedure shall be reviewed by College Council upon recommendation of Student Services Council.

Petitions for Academic Renewal are available in Admissions and Records or Counseling Services Office.