



Book	Administrative Procedures
Section	Chapter 4 - Academic Affairs (including former Article 6 - Instruction and Curriculum)
Title	Academic Renewal Regulations
Code	
Status	AP 4240
Legal	Up For Revision
Adopted	California Code of Regulations, Title 5, Section 55046
Last Revised	
Origin	January 4, 1999
	January 27, 2017
	Legally required (formerly AP 5060) - revision related to AB 705 implementation - eliminate a failing grade to be removed from probation - 5/22/19 APM revisions sent to review fall 2019

Office College Presidents

Under the authority of Title 5 section 55046 of the California Code of Regulations, a student may petition to have substandard academic work (D+, D, D-, F, NC, or NP) disregarded from their cumulative grade point average when such work does not reflect their current demonstrated ability.

A student who wishes to qualify for a degree, certificate or transfer may petition to disregard up to three consecutive quarters, plus a summer session, for a maximum of 45 quarter units, of work completed at Foothill College or De Anza College.

Academic renewal actions are irreversible.

Academic renewal does not guarantee that other colleges will accept this action. Acceptance of academic renewal is at the discretion of the receiving institution. Once a degree has been awarded at either Foothill College or De Anza College, courses taken prior to the awarding of the degree or Certificate of Achievement cannot be excluded.

Approval of the request is subject to the following conditions:

1. ~~Two years~~ **At least three quarters** must have elapsed since the last quarter to be disregarded was completed.
2. Since the last quarter **to be disregarded**, the student must have completed at least:
 - 15 units with a 3.0 GPA, or
 - 30 units with a 2.5 GPA, or
 - 45 units with a 2.0 GPA

Work completed at other accredited institutions, **including upper division coursework**, may be considered.

~~3~~ **5.3.** A student may be granted ~~petition only once for~~ academic renewal **only once**.

3.4 A substandard grade(s) in any course(s) that has/have been deactivated may be disregarded from the student's cumulative GPA and may be granted an exception to the minimum requirements for academic renewal as stated above.

~~4~~ **4.5.** The college will disregard **from unit requirements/totals and GPA** courses selected by the student. ~~with respect to unit requirements and GPA.~~

~~5~~ **6.** The student transcript shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history.

7. Information regarding the academic renewal option will be posted prominently on the college websites, catalogs, and in appropriate student services areas.

Students must consult a counselor before petitioning for academic renewal. After obtaining the counselor's signature, the completed Petition for Academic Renewal form is submitted to the Admissions and Records Office.

[See Board Policy 4240 Academic Renewal](#)

Reviewed 1/4/99 Amended and renumbered
1/27/17(formerly AP 5060)