

 **FOOTHILL COLLEGE**  
**Petition for Academic Renewal**

Student Name: \_\_\_\_\_ CWID# \_\_\_\_\_

Academic Renewal is a policy permitting students to request the exclusion of selected coursework from the Foothill GPA up to a **maximum of 45 units of three uninterrupted sequential quarters**, which may include a summer session. The coursework to be excluded must include grades of D+, D, D-, F, and/or NP. Students must consult with a counselor before petitioning for Academic Renewal.

Eligibility for academic renewal requires that you meet following criteria:

- \_\_\_\_\_ Courses to be disregarded were completed at least **TWO** years ago.
- \_\_\_\_\_ Foothill College courses and any other regionally accredited college coursework (lower and upper division) that you have completed must show one of the following since the last quarter to be disregarded:  
*(If you have attended another college, you must have an official transcript on file)*
  - completion of 45 units with a GPA of 2.0 or higher
  - completion of 30 units with a GPA of 2.5 or higher
  - completion of 15 units with a GPA of 3.0 or higher

Which courses and/or quarter(s) are you asking to disregard?

Quarter Taken <i>I.e. Fall 2013</i>	Course No. & Course Title <i>I.e. Math 10 Elementary Statistics</i>

- Other institutions may or may not accept the adjustment made in the Foothill College GPA.
- A student may petition only once for academic renewal **and it is not reversible**.
- If the student has earned a degree, i.e. AA/AS/ADT at either Foothill or De Anza College, courses taken prior to the awarding of the degree cannot be excluded.
- The student transcript shall be annotated in such a manner that all work remains legible, ensuring the true and complete academic history.

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

Counselor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Submit this form to Admissions & Records after meeting with a counselor. Please allow one to three weeks for processing your request.**

---

**Office Use Only**  
**Record of action:**