

## **AP 4240 Academic Renewal**

Reference:

**Title 5 Section 55046**

- 1.0 The Academic Renewal Procedure (Section 51318, California Administrative Code) permits the alleviation of students' previously recorded substandard academic performance that is not reflective of a student's present demonstrated ability and level of performance. As a consequence, Academic Renewal may gain for students the benefits of their current level of ability and performance and not permanently penalize them for poor performance in the past.
- 2.0 The college may disregard particular previously recorded substandard work from a student's cumulative grade point average per procedures below:
  - 2.1 Only units taken at the colleges and North Orange Continuing Education may be alleviated, not units taken from other college(s). The maximum number of units that may be alleviated is 24 units of substandard grades: D, F, and NCR.
  - 2.2 A student may be granted academic renewal only once and is irreversible once posted to the transcript.
  - 2.3 A minimum of twelve (12) units must be completed at any accredited college or university, with a grade-point average of 2.5 in all units since the last semester of requested renewal.
  - 2.4 A minimum of 12 months must have elapsed since the most recent coursework to be alleviated was recorded.
  - 2.5 Courses that meet the present educational goals of the students and that are appropriate for repetition may be exempt from consideration for alleviation.
  - 2.6 An Academic Renewal form must be submitted for review and is available in the Admissions and Records Office. Official transcripts from other colleges must be on file in the Admissions and Records Office.
  - 2.7 Academic renewal does not guarantee that other institutions outside the District will approve such action. This determination will be made by the respective transfer institution.
  - 2.8 The Admissions and Records Office shall maintain a record of action taken under academic renewal.

See also Board Policy 4240, Academic Renewal.

**Date of Adoption:** June 22, 2004

**Date of Last Revision:** March 28, 2022 District Consultation Council  
September 25, 2017 District Consultation Council  
May 6, 2009 Chancellor's Staff  
August 20, 2008 Chancellor's Staff