This Academic Renewal Policy for Coast Community College District is issued pursuant to Sections 55764 and 55765 of the California Administrative Code (Title 5) regulations. The purpose of this policy is to disregard past substandard academic performance of students when such work is not reflective of their current demonstrated ability. It is based on the recognition that due to unusual circumstances or circumstances beyond the students’ control, the past substandard work will negatively affect their academic standing and unnecessarily prolong the rate at which they complete their current objectives.

If specific conditions are met, Coast Community College District Colleges may disregard from all consideration associated with the computation of a student’s cumulative GPA up to a maximum of thirty (30) units of course work from a maximum of two (2) semesters or three (3) quarters taken at any college for graduation or grade point average (GPA) purposes only. The conditions are:

1. The course work to be disregarded is substandard. The average grade points of the semester are less than 2.0.
2. A minimum of 12 semester units have been completed at any regionally accredited college or university with a cumulative GPA of at least 2.0 in all course work subsequent to the course work to be disregarded.
3. At least twelve (12) months have elapsed since the most recent course work to be disregarded.
4. All substandard course work shall be disregarded except those courses required as a prerequisite or to satisfy a requirement in the students’ redirected educational objective.
5. Credit for courses from other colleges or universities can be disregarded in order to meet the grade point average requirements for an A.A. Degree or Certificate of Achievement toward graduation.

NOTE: It is important to understand that ALL COURSE WORK WILL REMAIN LEGIBLE on the students permanent record (transcripts), ensuring a true and complete academic history. However, students’ permanent records will be annotated that it is readily evident to all users of the records that the units, even if satisfactory, are to be disregarded. This notation will be made at the time that the academic renewal has been approved by the appropriate college office.

Complete the following information and return to the Office of Student Services:

Name: _____________________________  ID #________________  Email: _____________________

Address: __________________________________________________________________________

Street    City    State    ZIP

Semester(s) to be disregarded (including year): ___________________________________________

List school at which work to be disregarded: _____________________________________________

ATTACH TRANSCRIPTS, IF OTHER THAN COASTLINE COMMUNITY COLLEGE.

Student’s Signature: ___________________________       Date: ______________________

FOR OFFICE USE ONLY

Approved  Denied  Comments: _______________________________________________________

Administrative Dean or designee       Date       Director of Admissions & Records       Date

If applicable:
Counselor signature required for approval to #4 above (counselor to give a brief explanation on back of this form).

Counselor Signature: ___________________________       Date: ______________________

2/10/2011