
**Kern Community College District
Administrative Procedure
Chapter 4 – Academic Affairs**

AP 4240 Academic Renewal

Reference:

Title 5 Sections 55031-55034 and 55046; Education Code Section 76224

Students may petition for academic renewal of unsatisfactory academic performance under the following conditions:

- Students must have ~~achieved a grade point average of at least 2.5 in 18 units; and completed,~~ at any accredited institution and at any time after the academic term containing the coursework to be disregarded, one or a combination of the following: a minimum of six (6) semester units or nine (9) quarter units with a grade point average of at least 2.0; coursework completed with a "Pass" grade; or at least 288 hours of noncredit coursework completed with a "Pass" grade.
- ~~At least 2 years must have elapsed since the coursework to be removed was completed.~~ Equivalent courses may be substituted for courses that are no longer offered.

~~Up to 20 units of coursework may be eliminated from consideration in the calculation of the student's cumulative grade point average (GPA).~~ Students may request academic renewal multiple times, with no unit limitation on the amount of coursework eligible for academic renewal.

~~Specific courses and/or categories of courses that are exempt from academic renewal must be described.~~ Academic renewal may not be used to disregard a passing grade of "C" or better; disregard the nonevaluative symbols "I" or "IP"; or disregard a course used to earn a degree or certificate, except as provided below. A course for which a grade of "D" was recorded when a degree or certificate was awarded may be eligible for post-award academic renewal if the renewal does not invalidate or alter the award and applies only to recalculation of the student's grade point average. The course must not have been required at the time of conferral to achieve the minimum 2.0 cumulative grade point average, complete the minimum number of degree- or certificate-applicable units, or satisfy a general education, major, or certificate requirement. If a course with a grade of "D" was used to satisfy such a requirement, the record may be reevaluated to determine whether coursework completed with grades of "C" or better before conferral could have satisfied the requirement.

Academic renewal actions are irreversible. ~~When academic renewal procedures permit previously recorded substandard coursework to be disregarded in the~~

~~computation of a student's grade point average, the student's permanent academic record should contain an accurate record of all coursework to ensure a complete and accurate record of academic history.~~ The permanent academic record shall continue to reflect all coursework attempted and all grades earned and shall include an annotation explaining why a particular grade is excluded from the calculation of the student's grade point average.

Academic renewal procedures ~~may~~shall not conflict with ~~the respective college's obligation to retain and destroy records or interfere with the instructor's obligation to determine a student's final grade.~~ Title 5 Section 55025 and Education Code Section 76224 concerning the finality of grades assigned by instructors or with Title 5 Sections 59020 et seq. concerning the retention and destruction of records.

Each college's Counseling and Advising and Admissions and Records departments are responsible for implementing this procedure. ~~Students~~ A student requesting academic renewal ~~must~~ should meet with a counselor ~~first to file~~ to initiate a Petition for Academic Renewal. ~~The Counseling Faculty Member~~ The counseling faculty member will review the student's academic record, ~~determine eligibility, and~~ and determine eligibility. The student shall complete and submit the ~~form~~ petition to the Admissions and Records office. ~~Once the Admissions and Records office processes the form,~~ Office. After the petition is processed, the student's transcript will be updated, and the student will be notified ~~of such action.~~