



PETITION FOR ACADEMIC RENEWAL

Initials/Date Received: _____

Please print your name and address clearly.

Name: _____	Student ID#: _____
Address: _____ Apt# _____	Email: _____
City: _____ State: _____ Zip: _____	Phone: _____

I request academic renewal for the following SCC course(s):
(You cannot request academic renewal for courses taken at another college.)

Course Number & Title Units Grade Term/Year

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Administrative Action (Office Use Only)	
Approved _____	Denied (Reason) _____
_____	_____
_____	_____
_____	_____
_____	_____

All grades remain on the permanent record and transcript. If approved, your courses will be notated on the transcript that units and grades have been discounted from the grade point average. Academic renewal cannot be reversed. Acceptance of academic renewal is at the discretion of the transfer institution.

Student Checklist for determining eligibility:

You may petition to discount course work taken at Sacramento City College in which you have previously earned substandard grades (D or F). Your units and grades will be discounted from your grade point average if you meet the following standards:

- No more than 30 units of substandard grades may be academically renewed (this includes what you are currently requesting.)
- A minimum of 12 consecutive months has passed since the end of the semester or summer term; and a minimum of 12 units with a grade of C or P or better was earned after the most recent work to be discounted was recorded.
- Current educational objectives have been discussed with Counselor
- Course work to be discounted has not been used to fulfill requirements for a degree, certificate or general education (AA/AS, CSU GE/IGETC certification.)
- The course work that will be discounted is from Sacramento City College.
- Transcript(s) from any college where you have earned units after the grades for which Academic Renewal is being requested is attached.

Student meets the above qualifying conditions and is eligible for academic renewal for the above listed courses.

Student's Signature: _____

Date: _____

Counselor Signature: _____

Date: _____

Logged	Entered	Notified	Filed
--------	---------	----------	-------