

**\*\*By submitting this request, I am authorizing Norco College staff to complete the transaction requested.\*\***

# NORCO COLLEGE

## ACADEMIC RENEWAL WITHOUT COURSE REPETITION

Name: Last First M.I. Social Security Number or student ID#

Address: No.&Street City State Zip Telephone Number

E-mail Address:

The academic renewal procedure will permit previously recorded substandard coursework, which is not reflective of a student's demonstrated ability, to be eliminated in calculating the Riverside Community College grade point average. The guidelines for academic renewal are as follows:

1. A student may request academic renewal for not more than two terms of substandard grades and credits, which are not reflective of a student's present ability and level of performance.
2. At least two terms of college work (24units) with a grade point average of 2.0 must have been completed at any accredited college or university subsequent to the term(s) to be disregarded in calculating the GPA obtained at RCC. If you are using coursework from another college or university, an official transcript is required.
3. If the renewal is approved, the student's permanent record will be annotated so that it is readily evident to all users of the record that no units of substandard work (grades of D, F, or NC and NP) taken during the particular term(s), will apply toward graduation or other unit commitment. However, all work will remain legible on the permanent record to ensure a true and complete academic history.
4. A student may be granted academic renewal only once.
5. A student may repeat work taken during academic renewal terms unless the student has received three substandard grades or has attempted the class 3 times (including W's).

TERM(S)/UNITSTOBEELIMINATEDINTHECUMULATIVEGPACOMPUTATION

Term/Year

List Classes

Term/Year

List Classes

If using coursework from another college/university to meet 24 unit requirement, please list name of institution here:

Student Signature

Date

OFFICEUSEONLY

\_\_\_\_\_ Two terms of college work (24units) completed at any accredited college or university subsequent to the substandard semesters.

\_\_\_\_\_ GPA of 2.0 in two terms (24units) completed at any accredited college or university subsequent to the substandard terms.

\_\_\_\_\_ Academic renewal approved and processed once previously.

Approved Disapproved Comments: \_\_\_\_\_

\_\_\_\_\_ GPA Prior to Academic Renewal

Director, Admissions and Records

Date

\_\_\_\_\_ New GPA

Completed by Admissions and Records

Date