



PETITION FOR ACADEMIC RENEWAL

NOTE: (Please read conditions of Academic Renewal on back page before continuing. Form requires ELAC Counselor)

For Office Use Only
Rec'd By: _____
Date: _____

PRINT

Name _____ Student ID No: _____
Last First Middle

Address _____ Date of Birth: _____
Number Street Apt. #

_____ E-Mail: _____ @ _____
City State Zip Code

List other colleges attended:

1. _____
2. _____
3. _____

NOTE: Official Transcripts of *all* colleges attended or presently attending need to be mailed directly to East Los Angeles College, Admissions Office.

COURSES USED FOR GRADUATION OR GE CERTIFICATION CANNOT BE ACADEMICALLY RENEWED.

List individual courses that are to be removed from academic Grade Point Average (G.P.A.)

Course	Section #	Semester/Year	Course	Section #	Semester/Year
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Student's Signature _____ Date _____

Counselor's Signature _____ Date _____

OFFICE USE ONLY
<input type="checkbox"/> APPROVED
<input type="checkbox"/> DENIED
Remarks: _____

Evaluated By: _____ Date _____

ACADEMIC RENEWAL
(Academic Renewal actions are irreversible)

1. Transcripts on File: Official Transcripts from all colleges attended need to be mailed directly to East Los Angeles College, Admissions Office.
2. Students may petition to have their academic record reviewed for academic renewal action under the following conditions:
 - a. Students must have achieved a grade point average of 2.5 in their last 15 semester units, or a grade point average of 2.0 in their last 30 semester units.
 - b. At least two calendar years must have elapsed from the time the course work to be removed was completed.
3. If the above conditions are met, academic renewal shall be granted, consisting of:
 - a. Eliminating from consideration in the cumulative grade point average **up to 18 semester units** of course work, and
 - b. Annotating the students academic record indicating where Courses have been removed by academic renewal action.
4. Graduation honors and awards are to be based on the students' cumulative grade point average for all college work attempted.
5. This policy is adopted for use in the Los Angeles Community College District only. Other institutions may differ, and students planning to transfer to another college should contact that institution regarding its policy. (Board rule 6700)
6. Permanent record will show application of this policy by parentheses placed around grade, units, and grade points. The grade parenthesis will be asterisked and the following notation placed at the first available space below listing of all removed course work.

Procedures:

1. **Fill out form completely.**
2. **Have a counselor review and approve form.**
3. **Submit to Office of Admissions for processing.**