



Application for Academic Renewal

I request Academic Renewal for the following semester/s and years/s: (students may apply for a maximum of two (2) semesters of course work at College of the Canyons).

☐ Spring ☐ Summer ☐ Fall ☐ Winter Year: _____

☐ Spring ☐ Summer ☐ Fall ☐ Winter Year: _____

Student I.D. Number:		
Name:		
Address:		
City:	State:	Zip:
Phone: ()		Mobil Phone: ()
E-mail address:		

I understand the Academic Renewal Policy as stated in the College of the Canyons catalog (<http://www.canyons.edu/info/catalog/>) and meet the required criteria as follows:

- ☐ The coursework to be disregarded is substandard (semester GPA is less than 2.0).
- ☐ A minimum of 24 semester units have been completed at College of the Canyons with a GPA of a least 2.0, *subsequent* to the coursework to be disregarded.
- ☐ At least 3 (three) calendar years have elapsed since the most recent coursework to be disregarded.

****Important message for Veterans & Dependents/Spousal of veterans using VA Benefits:***

If you are requesting Academic Renewal and received VA Benefits for the term(s) requested, you will owe money to the VA. If you have further questions, please meet with a VA Counselor prior to submitting your application.

(Student Signature)

(Date)

For Official Use Only:

___Approved ___Denied Comments/Recommendation: _____

(Signature of Counseling Department Chair or Designee)

(Date)



Instructions for Completing Application for Academic Renewal College of the Canyons

You must meet the following criteria before your application can be processed and approved.

Academic Renewal Criteria:

- 1) The coursework to be disregarded is substandard (term GPA is less than 2.0).
- 2) A minimum of 24 semester units have been completed at College of the Canyons with a GPA of at least a 2.0, *subsequent* to the coursework to be disregarded.
- 3) At least 3 (three) calendar years have elapsed since the most recent coursework to be disregarded.
- 4) Academic renewal cannot be used to set aside semester containing units or course work which has been used to meet graduation requirements.

It is important that you understand the following:

- If academic renewal is granted, all coursework will remain part of the student's permanent record (transcript). Your record will have a notation next to the grade indicating academic renewal was approved.
- If you receive approval for academic renewal the substandard (F, FW, & D) units and grade points earned during a term are disregarded from the GPA.
- Academic renewal applies to a maximum of 2 terms of coursework.
- Academic renewal actions are irreversible.
- College of the Canyons will not take into account courses taken at another college to meet the 24 units.
- Academic renewal may not be used to raise the grade point average in order to qualify for graduation with honors.

****Important message for Veterans & Dependents/Spousal of veterans using VA Benefits:***

If you are requesting Academic Renewal and received VA Benefits for the term(s) requested, you will owe money to the VA. If you have further questions, please meet with a VA Counselor prior to submitting your application.

For the complete Academic Renewal Policy, please refer to the College of the Canyons catalog at <http://www.canyons.edu/info/catalog>.

If you are unsure if you qualify for academic renewal or if this is the best option for you, please meet with a counselor for an assessment before submitting your application.

Please fill out the Application for Academic Renewal completely with your signature. Electronic copies will not be accepted.