

Los Angeles Community College District  
Petition for Academic Renewal (AP 4 240)

LastName: \_\_\_\_\_ FirstName: \_\_\_\_\_ Phone: \_\_\_\_\_

Student ID # \_\_\_\_\_ Date of Brth: \_\_\_\_\_ Email: \_\_\_\_\_

Students may request Academic Renewal at any of the nine LACCD colleges. Official transcripts from non-LACCD colleges must be on file with the Admissions and Records Office at the college processing the petition.

List other colleges attended (official transcript must be on file)

1. \_\_\_\_\_ 2. \_\_\_\_\_ 3. \_\_\_\_\_
4. \_\_\_\_\_ 5. \_\_\_\_\_ 6. \_\_\_\_\_

**COURSES PREVIOUSLY APPLIED TOWARD GRADUATION OR GE CERTIFICATION CANNOT BE ACADEMICALLY RENEWED**

List \_\_\_\_\_

## Academic Renewal

Title 5, California Code of Regulations, Section 55046, LACCD AP 4240

Per Title 5 Section 55046 and AP 4240 Academic Renewal is a LACCD policy that allows students to remove substandard grades (e.g., "D," "F") from their GPA. Sometimes referred to as "grade forgiveness," the alleviation of previous substandard coursework helps students who have demonstrated improved academic performance in their efforts to help facilitate transfer, degree and certificate completion, and removal from academic probation or academic disqualification. Final approval of the petition will be granted by the Vice President of Student Services or designee.

For the purpose of this policy, completed coursework includes all letter grade courses (A-F) and pass/non-pass courses (P/NP), but does not include withdrawn or incomplete courses attempted ("W," "EW," "I").

Students may petition to have their academic record reviewed for academic renewal of substandard