



Petition for Academic Renewal

STUDENT INFORMATION	
CWID:	Name:
Email Address:	

Academic renewal is a policy permitting students to request the exclusion of course work from the grade point average calculation. Up to a maximum of 45 units of three uninterrupted sequential quarters plus a summer session may be excluded. Only non-passing grades will be excluded from the cumulative grade point average. Eligibility for academic renewal requires that you meet following criteria -

- completion of 45 units with a GPA of 2.0 or,
- completion of 30 units with a GPA of 2.5 or,
- completion of 15 units with a GPA of 3.0
- **TWO** academic years have elapsed since completion of the courses to be excluded

A student may petition one time only for academic renewal.

Academic renewal is irreversible; action taken by submitting this petition will not remove the courses, units, grades or any other information from the official transcript. The student transcript shall be annotated in such a manner that all work remains legible ensuring the true and complete academic history.

Submit the completed form to De Anza College admissions & records. The form may be emailed to webregda@deanza.edu. Allow ten business days for processing.

Term Information		
Enter the year and quarter you are requesting academic renewal. Only three quarters may be selected.		
Year _____ Quarter _____	Year _____ Quarter _____	Year _____ Quarter _____

Counselor Consultation	
Counselor Name	Date
Counselor Signature	

OFFICE USE ONLY	
Date form Reviewed	Email Notification sent by/date
Comments:	