

**Chabot College Admissions & Records Office**

25555 Hesperian Blvd.  
 Hayward, CA 94545  
 Email: [ccarcom@chabotcollege.edu](mailto:ccarcom@chabotcollege.edu)  
[www.chabotcollege.edu](http://www.chabotcollege.edu)

**Las Positas College Admissions & Records Office**

3000 Campus Hill Drive  
 Livermore, CA 94551  
 Email: [lpc-admissions@laspositascollege.edu](mailto:lpc-admissions@laspositascollege.edu)  
[www.laspositascollege.edu](http://www.laspositascollege.edu)

**ACADEMIC RENEWAL PETITION**

Academic Renewal, in accordance with [Title 5, Section 55046](#) and CLPCCD [Board Policy 4240](#), is a process that permits the alleviation of substandard (grades of "D" or "F") academic coursework not reflective of the student's current scholastic ability. The grades alleviated by this process will be disregarded in the computation of the student's grade point average. A maximum of **24 units** may be renewed. Academic Renewal can only occur **once** and cannot be reversed. Additionally, it does not remove substandard grades from your transcript. Academic Renewal at Chabot College and Las Positas College does not guarantee that other colleges will accept this action. Acceptance of Academic Renewal is at the discretion of the receiving institution. Only substandard grades from courses taken at Chabot College and Las Positas College will be alleviated.

**STUDENT INFORMATION**

Last Name, First Name	Student W Number
Mailing Address	Email Address
City, State, Zip Code	Phone Number

**CONDITIONS OF ELIGIBILITY**

- To be eligible for academic renewal, the student must have completed the following at a regionally accredited institution:
  - a minimum of 12 units taken consecutively with a grade point average of 2.5 or better (classes completed at Chabot Las Positas College District or external institutions); or
  - a minimum of 20 units with at least a 2.0 grade point average (classes completed at Chabot-Las Positas Community College District or external institutions).
- The work to be disregarded does not include courses previously used to establish eligibility for CSU/UC general education certification, degree, or certificates.
- Petitions for Academic Renewal should be submitted to the Admissions and Records Office.
- If using coursework outside Chabot Las Positas Community College District to meet conditions of eligibility for Academic Renewal, submit your official transcripts to Chabot College or Las Positas College Admissions & Records Office.

**REQUESTED COURSES**

Course: _____ Semester & Year _____ Grade _____	Course: _____ Semester & Year _____ Grade _____
Course: _____ Semester & Year _____ Grade _____	Course: _____ Semester & Year _____ Grade _____
Course: _____ Semester & Year _____ Grade _____	Course: _____ Semester & Year _____ Grade _____
Course: _____ Semester & Year _____ Grade _____	Course: _____ Semester & Year _____ Grade _____

If approved, coursework will be annotated on the student's permanent academic record in such a manner that all work remains legible, ensuring a complete academic history. As you complete this petition, we strongly encourage you to meet with a counselor for a review of this process, and for consideration of the impact on your progress towards your educational goal.

Student Signature	Date
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**OFFICE USE ONLY**

<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Signature, Admissions & Records Administrator	Date
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Reason:

Posted by	Date posted	Date student notified
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