I believe that I meet the following eligibility requirements for “Academic Renewal” and hereby petition to have my cumulative grade point average (GPA) adjusted accordingly:

1) I have been separated from the college for at least 5 years from 
   _______________ to _______________, and  
   term/year          term/year

2) I have earned (at least) a 2.5 grade point average in all courses attempted through the term in which I completed the first twelve credits after re-enrolling from my 5-year separation. (This calculation and credit total does NOT include courses with grades of “S”, “P”, “U”, or “R”).

I understand that in receiving an Academic Renewal adjustment to my cumulative GPA:

- An Academic Renewal adjustment may be granted only one time;
- once granted by the college, Academic Renewal cannot be revoked;
- although my cumulative GPA will be adjusted in future terms, all of my previously earned grades will still be shown on my permanent record;
- any course credit with a grade of “D” earned during the Academic Renewal adjustment period will not count toward future graduation requirements;
- An “Academic Renewal” notation will be made on my permanent record;
- the granting of Academic Renewal does not affect any previous academic, financial, or administrative determination made by the college; and
- other institutions/agencies may not utilize this policy in evaluating my record.

_________________________________            _________________________________
Student signature              Date

Please return this completed form in its entirety to the Records Office.

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<thead>
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<th>OFFICE USE ONLY</th>
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<tr>
<td>Date received</td>
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<tr>
<td>Petition Approved</td>
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<td>Petition Denied</td>
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<td>Reason(s) for denial:</td>
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<tr>
<td>_____ Cumulative GPA below 2.5 for the adjustment period.</td>
<td>Entered</td>
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<tr>
<td>_____ Fewer than 12 credits completed.</td>
<td>Initial</td>
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<td>_____ not enrolled beginning on or after summer 1994.</td>
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<td>_____ Separation from PHCC less than 60 months.</td>
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<td>_____ Academic renewal previously granted.</td>
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<td>_____ Other: ________________________________</td>
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Reason(s) for denial:
- _____ Cumulative GPA below 2.5 for the adjustment period.
- _____ Fewer than 12 credits completed.
- _____ not enrolled beginning on or after summer 1994.
- _____ Separation from PHCC less than 60 months.
- _____ Academic renewal previously granted.
- _____ Other: ________________________________

Copies: Records Office - original; Student - emailed copy