



# Petition for Academic Renewal

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Dixie ID: \_\_\_\_\_ Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

I wish to petition for academic renewal according to the Academic Renewal Policy on the reverse side of this form.

Please apply academic renewal to:

- All eligible courses     DSC courses     Other \_\_\_\_\_
- Only the following courses: \_\_\_\_\_ (School Name)

School	Term/Year	Course	Grade

I understand that Academic Renewal applies only to courses having grades of D+, D, D-, and F and taken at least five years prior to this application. All such courses will remain unaltered on the transcript with the appropriate notation added to the transcript to indicate Academic Renewal. Courses designated in the petition will not count for computation of GPA, for earned credits, or for satisfying any graduation requirements. Further, I understand that Academic Renewal may be applied only once and is irreversible.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## FOR OFFICE USE ONLY

Check for the following:

- Coursework is at least 5 years old
- Applicant currently enrolled
- Has completed 15 hours with 2.5 GPA
- Has not earned a degree or certificate
- Paid \$20.00 fee to Cashier's Office

\_\_\_\_\_  
Registrar's Signature

\_\_\_\_\_  
Date

## **Academic Renewal Policy**

- A. Academic renewal allows students to remove previous poor grades from grade point calculation in limited circumstances.
- B. Academic renewal applies only to Dixie State College or transfer courses having grades of D+, D, D-, or F taken at least five calendar years prior to the time of the request.
- C. All such courses will remain unaltered on the transcript with the appropriate notation added to the transcript to indicate academic renewal.
- D. Conditions under which a petition for academic renewal will be considered:
  - i. Coursework must have been completed at least five years previous to the petition.
  - ii. The student must be enrolled at Dixie State College at the time of application for academic renewal.
  - iii. The student must have completed at least fifteen credit hours at Dixie State College after the coursework being considered for academic renewal.
  - iv. The student must obtain a minimum GPA of 2.5 in courses completed after the coursework being considered for academic renewal.
  - v. A non-refundable fee is required with the petition for academic renewal.
- E. If academic renewal is granted, designated courses will not count in the computation of GPA for earned credits, nor for satisfying any requirement, including number of credits.
- F. Each student may only receive academic renewal once. Academic renewal is not reversible.
- G. Once a certificate, associate's degree, or bachelor's degree is awarded by any institution, course(s) completed prior to the award of that certificate or degree will not qualify for academic renewal.