

***PETITION FOR ACADEMIC RENEWAL***

VWCC Records Office • PO Box 14007 • Roanoke, VA 24038-4007  
Phone: 540-857-7236 / Fax: 540-857-6102

Before submitting your application for Academic Renewal to Virginia Western Community College, it is important to note the following:

- You must have been separated from the College for a minimum of five years (60 months) in order to receive Academic Renewal.
- Academic Renewal can be granted only one time, and once granted, it cannot be revoked.
- Any course credit with a grade of “D” or “F” earned during the Academic Renewal adjustment period will not count toward your graduation requirements. For example, if you’ve already completed a curricular requirement and earned a grade of “D” for the course, this course will be excluded from your curriculum and will not count toward graduation after that grade has been forgiven. You will need to retake this course, or another equivalent of this course.
- Although your GPA will be adjusted as a result of Academic Renewal, all grades and courses that were forgiven will remain in your permanent record, and will be reflected with a parentheses ( ) around the grade.

*I understand and accept the above conditions.*

\_\_\_\_\_  
*Student Signature*

\_\_\_\_\_  
*Date*



## PETITION FOR ACADEMIC RENEWAL

VWCC Records Office • PO Box 14007 • Roanoke, VA 24038-4007  
Phone: 540-857-7236 / Fax: 540-857-6102

|            |              |          |                  |
|------------|--------------|----------|------------------|
| Last Name: | First:       | Initial: | Empl/Student ID: |
|            |              |          | * SSN:           |
| Street:    | City:        | State:   | Zip:             |
| Telephone: | Former Name: |          |                  |

\* See Privacy Statement which can be obtained in the Admissions/Records Office

Per § 5.7 of the Virginia Community College System Policy Manual, 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) five years from:

\_\_\_\_\_ to \_\_\_\_\_ *and*  
term/year term/year

2) I have earned (at least) a 2.5 GPA for the *first 12 credits* (with grades of A, B, C, D, or F) that were completed after re-enrolling after my five year separation.

In addition, 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;**
- **any course credit with a grade of “D” or “F” earned during the Academic Renewal adjustment period will not count toward future graduation requirements;**
- although my cumulative GPA will be adjusted in future terms, all of my previously earned grades will still be shown on my permanent record;
- an “Academic Renewal” notation will be made on my permanent record, and
- the granting of Academic Renewal does not affect any previous academic, financial, or administrative determination made by the College.

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**Records Use Only:**

|                     |                |
|---------------------|----------------|
| Date Recorded _____ | Initials _____ |
|---------------------|----------------|