



Academic Renewal Application

EMAILED FORMS MUST BE SUBMITTED WITH YOUR MJC STUDENT EMAIL, OTHERWISE THEY WILL NOT BE PROCESSED. Submit completed form by email to MJCESeForms@mjc.edu, in-person, or mail to Enrollment Services.

Student Information

First Name: _____ Middle Initial: _____ Last Name: _____
 Student ID: w _____ Phone Number: _____
 Student Email: _____

Modesto Junior College regulations permits work completed at MJC which is substandard and not reflective of a student's present scholastic ability and level of performance to be disregarded. The approved course grades will be disregarded in the computation of grade point average. Substandard work completed at MJC (grades of D, F, NP, and/or NC) may be disregarded for a maximum of two semesters under the following conditions:

Required Criteria:

- **A PERIOD OF AT LEAST 1 YEAR HAS LAPSED SINCE THE COURSEWORK TO BE DISREGARDED WAS COMPLETED.**
 One year will be at the end of the semester. (Example: You took a course in Fall 2017 so you cannot apply for Academic Renewal until the end of the Fall 2018 semester.)
- **THE STUDENT MUST HAVE COMPLETED AT LEAST 15 UNITS OF COURSEWORK (AFTER WORK TO BE REMOVED WAS COMPLETED) EITHER AT MJC OR ANOTHER INSTITUTION WITH A REQUIRED MINIMUM GPA.** *If you have work completed at another institution, list the college name and make sure to attach OFFICIAL transcripts (in a sealed envelope).*
 - 15 to 29 semester units with a 3.0 GPA College Name: _____
 - 30 to 44 semester units with a 2.5 GPA
 - 45 or more semester units with a 2.0 GPA

Additional Information:

- Academic Renewal is limited to a maximum of two semesters. (The semesters need not be consecutive).
- Course(s) will NOT be considered if it was previously used to establish eligibility for transfer, graduation, or certificate(s) of achievement.
- You can only Academic Renew the most recent attempt in a course which has a substandard grade (D, F, NP and or/NC).
- Up to 24 units of coursework may be eliminated from consideration in the cumulative grade point average.
- The permanent academic record shall be annotated in such a manner that all coursework remains legible, ensuring complete academic history remains.
- All Academic Renewal actions are **irreversible**.

PLEASE LIST THE SUBSTANDARD WORK/GRADE(S) YOU ARE REQUESTING BE DISREGARDED FROM YOUR GPA:

COURSE NAME	TERM	GRADE	COURSE NAME	TERM	GRADE

By signing below, I certify under penalty and perjury I am the student listed above and understand that by signing this form all information listed is true and subject to approval.

Student Signature: _____ **Date:** _____

OFFICE USE ONLY					
<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED	TERM: _____	Units: _____ / _____	GPA: _____	
<input type="checkbox"/> APPROVED	<input type="checkbox"/> DENIED	TERM: _____	Units: _____ / _____	GPA: _____	
Comments: _____					
Staff Initials: _____	Date: _____	Student Notified: <input type="checkbox"/>	Posted: <input type="checkbox"/>		