



AP 4240 Academic Renewal

References: Title 5 Section 55046

Approved: October 2014

Last Revised: November 20, 2019; May 2025

Last Reviewed:

Academic renewal allows the District to alleviate or disregard previous substandard academic work when computing a student's cumulative grade point average.

Students may petition to have their academic record reviewed for renewal of substandard academic performance. The District limits such opportunity to only those students who meet the following criteria:

- At least one year must have elapsed from the time the course work to be removed was completed.
- Work completed by the student since the most recent work to be alleviated must consist solely of at least:
 - 15 consecutive semester units free of substandard grades; or
 - 12 semester units at 3.00 GPA; or
 - 24 semester units at 2.50 GPA; or
 - 36 semester units at 2.00 GPA

Work to be eliminated has not been used to meet certificate, degree and/or transfer requirements.

Work to be eliminated is not reflective of the student's demonstrated ability.

A maximum of 30 semester units of course work from any college or university may be eliminated from consideration in the cumulative grade point average.

Academic renewal actions are irreversible. When academic renewal procedures permit previously recorded substandard coursework to be disregarded in the computation of a student's grade point average, the student's permanent academic record must contain an accurate record of all coursework to ensure a complete academic history.

To have substandard grades earned at other colleges or universities excluded from the calculation of the overall GPA, students must first contact the institution where the courses were completed to determine if academic renewal is possible. If the institution where the coursework was completed does not have established policies and procedures for academic renewal, then students may petition the Butte College Academic Council to have the substandard grades from that institution excluded from overall GPA calculations. Documentation supporting an institution's inability to grant academic renewal must be submitted with students' petitions.

Academic renewal procedures may not conflict with the District's obligation to retain and destroy records or with the instructor's ability to determine a student's final grade.

The procedures to be followed by the student in requesting academic renewal are described in the Butte College catalog.