Peralta Community College District
Admissions and Records

Berkeley City College
College of Alameda
Laney College
Merritt College

Procedures For Academic Renewal Alleviation Of Substandard Performance

Academic renewal/alleviation may be granted to alleviate previously recorded, substandard performance (defined as "D", "F", "FW", or "NP") which is not reflective of a student's demonstrated ability. Academic renewal/alleviation is applicable for up to a total of 24 semester units of substandard work. The previously recorded substandard coursework will be disregarded in the computation of the grade point average. The following eligibility conditions are required for academic renewal/alleviation:

A. A period of one year must have elapsed since the work to be alleviated was completed.

B. The student must have completed at least 15 lower-division semester units with a 2.5 GPA or higher, either in the Peralta Community College District or another regionally or nationally accredited college or university, or both since the work to be alleviated was completed.

C. Individual substandard grade (defined as "D", "F", "FW", or "NP") since the occurrence of the latest grade to be alleviated will not disqualify the student from eligibility for academic renewal so long as the GPA in the qualifying time frame is 2.5 or higher.

D. Courses for which grades are alleviated may be repeated in future semesters.

Important Note: When course work is alleviated, the permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history. Academic renewal does not guarantee that other institutions outside the Peralta Community College District will approve alleviated course work. That determination will be made by the respective transfer institution

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ACADEMIC RENEWAL ALLEVIATION OF SUBSTANDARD PERFORMANCE

**Submit this request to the Admissions and Records Office at your campus. Official transcript must be attached if non-district courses are to be considered for academic renewal/alleviation.

Student Information

Name: _____ **Student ID:** _____
         Last   *First*   *M.I.*   *or last 4 digits of SSN*

Address: _____
         No. & Street   *City*   *State*   *Zip Code*

Phone: _____   **Email**: _____

Course Information

Up to a maximum of two semesters or 24 semester units of substandard course work (D, F, FW, or NP) which are not reflective of the student's current demonstrated scholastic ability may be alleviated and disregarded in the computation of the grade point average.

I request to have the following grades alleviated and disregarded in the computation of my grade point average:

☐ Summer ☐ Fall ☐ Spring   Year: _____

Course Dept. & Number:	Units	Grade

☐ Summer ☐ Fall ☐ Spring   Year: _____

Course Dept. & Number:	Units	Grade

☐ Summer ☐ Fall ☐ Spring   Year: _____

Course Dept. & Number:	Units	Grade

☐ Summer ☐ Fall ☐ Spring   Year:

Course Dept. & Number:	Units	Grade

☐ Summer ☐ Fall ☐ Spring   Year: _____

Course Dept. & Number:	Units	Grade

☐ Summer ☐ Fall ☐ Spring   Year: _____

Course Dept. & Number:	Units	Grade

☐ Summer ☐ Fall ☐ Spring   Year: _____

Course Dept. & Number:	Units	Grade

☐ Summer ☐ Fall ☐ Spring   Year: _____

Course Dept. & Number:	Units	Grade

X _____   _____
    Student Signature   *Date*

For Admissions and Records Use Only

1. Has the one year lapse time criteria been met? ☐ **Yes** ☐ **No**

2. How many units completed since most recent work to be disregarded? _____

3. GPA - (to qualify for alleviation): _____

Verified by: _____ **X** _____ _____
    Name (please print clearly)   *Initials*   *Date*