



Academic Renewal Request

Name: _____ Previous Name (if applicable): _____

Student ID: _____

Address: _____ State: _____ Zip: _____

Phone (home): _____ (cell): _____ Email: _____

A student returning to Central Arizona College after a leave of absence of at least 3 years may petition the Registrar to have specific grades excluded from the computation of the cumulative grade point average. The grades are not erased and will remain on the academic transcript. An academic renewal may only be granted once during a student’s enrollment at Central Arizona College. The following are stipulations must be met for an Academic Renewal Request:

- Three year minimum leave of absence from Central Arizona College.
- Completion of 12 or more credits with a grade point average of 2.0 following re-enrollment after the three-year absence.
- Only grades of D, F, WF are eligible for renewal. Attach an unofficial transcript indicating (circled) which classes I would to have reviewed for approval.

Responses will be mailed to your student email account as well as uploaded to the document section of your student portal.

Student Signature

Date

Student Comments (if applicable):

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Office Use Only			
Date	Approved	Registrar Signature	Comments (if applicable)
	Yes No		