

## Petition for Academic Renewal Grade Exclusion

In accordance with **College Regulation C 1.9.100 R104**, students who are returning to Edmonds College after a break in enrollment may petition to have previously earned grades excluded from the Grade Point Average (GPA) calculation. This regulation is designed for students who had substandard GPA's as reflected on their transcript but returned later and demonstrated improved academic achievement. **NOTE: Courses will remain on transcript. All grades for all courses in the quarter(s) indicated will be expunged (replaced with an X grade). You cannot choose individual classes within a quarter. Quarters that include classes used towards the awarding of a previous degree or certificate cannot be expunged.**

**To qualify for academic renewal a student must:**

Have had a break in enrollment from Edmonds College for two or more calendar years beginning immediately after the last quarter of attendance as recorded on the transcript.

Have earned a minimum of thirty (30) grade-bearing credits (decimal grades) after returning to Edmonds College within three quarters.

Have earned a minimum overall GPA of 2.5 since returning to Edmonds College

**Please complete the following:**

\_\_\_\_\_  
Name – Please Print

\_\_\_\_\_  
ctcLink ID Number

\_\_\_\_\_  
Email

**Please indicate ON AN ATTACHED UNOFFICIAL TRANSCRIPT the quarter(s) you wish to have grades excluded from the GPA calculation. Also list those quarters below.**

**Please note the following:**

- All grades for all classes in the quarter(s) indicated will be expunged (replaced with an X grade). You cannot choose individual classes within a quarter.
- You may choose one or more quarters, but more than one quarter requires that the quarters be consecutive. For example, if you attended fall 2004, winter 2005 and spring 2005, you cannot ask that fall and spring be expunged but not winter.
- Once grades have been expunged the process cannot be reversed at any point in the future. No record of previous grades earned will be kept.
- Quarters that include classes used towards the awarding of a previous degree or certificate cannot be expunged.
- Grades earned before summer 1976 cannot be expunged.

\_\_\_\_\_  
Quarter/Year

\_\_\_\_\_  
Quarter/Year

\_\_\_\_\_  
Quarter/Year

\_\_\_\_\_  
Quarter/Year

\_\_\_\_\_  
Quarter/Year

***I am asking for Academic Renewal or Grade Exclusion. I understand that this petition can only be used once and that I may not ask for Academic Renewal a second time at any point in the future. I understand this process cannot be reversed once approved. I also understand that other institutions and some financial aid programs might not honor such grade exclusions in determining eligibility and in computing grade point averages for admission or transfer. I understand that the Dean or Director of Enrollment Services will process my request and has the authority to approve or deny a petition on an individual basis.***

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Please submit to [registration@edmonds.edu](mailto:registration@edmonds.edu) or the Enrollment Services Office  
A decision will be made within two weeks of submission – you will be notified by email**

<b>Office Use Only:</b> Approved	Denied	Staff Signature: _____	Date: _____
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