

AR 4245 PROGRESS RENEWAL

Progress renewal is a process intended to facilitate transfer, degree and certificate completion, and removal from progress probation or progress ~~dis~~missal qualification. The student must meet with a counselor and complete a progress renewal petition. All coursework will remain legible on the student's permanent record, ensuring a true and complete record. A maximum of 30 semester units may be disregarded under this policy. Final approval of the petition will be granted by the Admissions and Records Office. Progress renewal is irreversible.

To qualify for progress renewal, the student must meet the following criteria:

1. Coursework to be disregarded is limited to Withdrawal ("W"), No Credit ("NC"), and No Pass ("NP") grade notations.

Precollege English, ESL, and math course work shall not be counted towards the 30 semester unit limitation.

2. The student's ~~previous~~ performance **is not reflective of their demonstrated ability** ~~does not reflect their recent demonstrated ability~~. After the semester or session of the coursework to be disregarded, the student must have completed a minimum of 12 consecutive semester units with a 2.0 GPA at an **institutionally** regionally accredited institution. Consecutive semester units must have been completed any time after the semester or session of the coursework to be disregarded, without any Withdrawal ("W"), No Credit ("NC"), or No Pass ("NP") grade notations.
3. There must be a lapse of at least **four** ~~six~~ months after the semester or session of the coursework to be disregarded.

All coursework will remain on the student's permanent record, ensuring a true and complete record.

The student's permanent record shall be annotated so that it is readily evident to all users of the record that any course disregarded did not satisfy certificate, degree, or general education course requirements.

Petitions may be submitted after degree, certificate or general education certification were awarded.

Reference: Title 5, Section 55046; Education Code Section 70901.5

Updated: 12/09/03; 07/22/08, 11/4/14, 10/28/15, 11/18/20

Approved: 12/2020

(Replaces former SMC AR 4332)

§ 55046. Academic Renewal Without Course Repetition.

Currentness

(a) The governing board of each community college district shall adopt and publish policies and procedures pertaining to the alleviation of previously recorded substandard academic work, as defined in section 55000, which is not reflective of a student's demonstrated ability. Such policies and procedures shall include a clear statement of the educational principles upon which they are based and shall be referred to as academic renewal procedures. When academic renewal procedures adopted by the district permit previously recorded, substandard course work to be disregarded in the computation of grade point averages, the permanent academic record shall be annotated in such a manner that all work remains legible, insuring a true and complete academic history.

(b) Policies and procedures adopted pursuant to subdivision (a) shall not conflict with:
(1) section 55025 of this subchapter and Education Code section 76224, pertaining to the finality of grades assigned by instructors; or
(2) chapter 2.5 (commencing with section 59020) of division 10 of this part pertaining to the retention and destruction of records.

(c) The policies and procedures adopted pursuant to subdivision (a) shall address all of the following:

- (1) The maximum amount of coursework that may be alleviated;
- (2) The amount of academic work to have been completed at a satisfactory level (minimum 2.00) subsequent to the coursework to be alleviated;
- (3) The length of time to have elapsed since the coursework to be alleviated was recorded;
- (4) A description of any specific courses and/or categories of courses that are, for any reason, exempt from consideration under the alleviation procedures;
- (5) The procedures to be followed by students in petitioning for alleviation; and
- (6) The personnel responsible for implementing the procedures.

Credits

NOTE: Authority cited: Sections 66700 and 70901, Education Code. Reference: Sections 70901, 70902 and 76224, Education Code.

HISTORY

1. New section filed 5-16-2008; operative 6-15-2008. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 2008, No. 21).
 2. Amendment of subsection (a) filed 8-6-2013; operative 9-5-2013. Submitted to OAL for printing only pursuant to Education Code section 70901.5 (Register 2013, No. 32). This database is current through 3/8/24 Register 2024, No. 10.
- Cal. Admin. Code tit. 5, § 55046, 5 CA ADC § 55046

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