



## **Academic Renewal Procedure**

**Procedure Number:** 211P

**Responsible Office:** Academic Affairs

**Forms:** [125-039](#)

**Effective Date:** 8/23/24

**Date Last Reviewed:** 8/23/24

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### **1. Purpose**

This procedure is aligned with [VCCS Policy 5.6.0.4](#), which requires colleges to outline steps necessary for students to petition for academic renewal.

### **2. Definitions**

*Academic Renewal:* Eligible students will have “D” and “F” grades earned prior to reenrollment deleted from the cumulative and curriculum grade point average (GPA).

### **3. Procedure**

Students who return to the college after a separation of five years or more may petition for academic renewal. The request must be in writing and submitted to Enrollment Services via [NOVA Form 125-039](#). If a student is determined to be eligible for academic renewal, “D” and “F” grades earned prior to reenrollment will be deleted from the cumulative and curriculum grade point average, subject to the following conditions:

Prior to petitioning for academic renewal the student must demonstrate a renewed academic interest and effort by earning at least a 2.5 GPA in the first 12 semester hours completed after reenrollment.

All grades received at the college will be a part of the student’s official transcript.

Students will receive degree credit only for courses in which grades of “C” or better were earned prior to academic renewal, providing that such courses meet current curriculum requirements.

Total hours for graduation will be based on all course work taken at the college after readmission, as well as former course work for which a grade of “C” or better was earned, and credits transferred from other colleges or universities.

The academic renewal policy may be used only once and cannot be revoked once approved.