



# PETITION FOR ACADEMIC RENEWAL

Mail or fax to:  
 Central Admissions and Records  
 P. O. Box 85622  
 Richmond, VA 23285-5622  
 FAX (804) 371-3650 Voice Number (804) 523-5029

Student's SSN: \_\_\_\_\_ EmplID: \_\_\_\_\_

\_\_\_\_\_ Last Name First Name MI Jr.,3rd

\_\_\_\_\_ Former Name Telephone Number

\_\_\_\_\_ Street Address City State Zip

**I understand that in receiving an Academic Renewal adjustment to my cumulative GPA:**

- An "Academic Renewal" notation will be made on my student records and transcript;
- My cumulative GPA will be adjusted, but all of my previously earned grades will still appear on my permanent record;
- An Academic Renewal adjustment will be granted only once and cannot be revoked;
- Any class credit with a grade of "D" earned prior to the Academic Renewal adjustment period will not count toward graduation requirement;
- The granting of Academic Renewal cannot affect any previous academic, financial, or administrative decision made by the College.

**I believe that I meet all of the following eligibility requirements for "Academic Renewal" and hereby petition to have my cumulative grade point average (GPA) adjusted accordingly:**

- \_\_\_ 1. I have been separated from JSRCC for at least 5 years (**60 consecutive months**)
- \_\_\_ 2. I have attempted at least 12 semester credits at JSRCC since my 5 year absence
- \_\_\_ 3. I have earned at least a 2.500 GPA using letter grades (A, B, C, D or F) in my first 12 semester credits at JSRCC since my five year absence
- \_\_\_ 4. I have been enrolled at JSRCC at least one semester since May 1994

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

**Central Admissions and Records will contact you regarding your eligibility**

**FOR OFFICE USE ONLY**

- Petition Approved Date: \_\_\_\_\_
- Petition Denied Date: \_\_\_\_\_
- Petition Pending Date: \_\_\_\_\_

**Reasons for denial:**

**Items pending:**

- |                                                                        |                                                                                                      |
|------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> separation from JSRCC fewer than 60 months    | <input type="checkbox"/> must complete 12 credits (with letter grades) and 2.500 grade point average |
| <input type="checkbox"/> GPA below 2.5 for adjustment period           | <input type="checkbox"/> must re-enroll, not enrolled since May 1994                                 |
| <input type="checkbox"/> academic renewal previously granted           | <input type="checkbox"/> must submit attached appeal for reinstatement from academic dismissal       |
| <input type="checkbox"/> no 'D' or 'F' prior to separation period      | <input type="checkbox"/> other _____                                                                 |
| <input type="checkbox"/> previous graduation award cannot be rescinded | _____                                                                                                |
| <input type="checkbox"/> other _____                                   | _____                                                                                                |

Director of Admissions and Records/Registrar \_\_\_\_\_

\_\_\_\_\_ Date