

**Rancho Santiago Community College District**  
**ADMINISTRATIVE REGULATION**  
Chapter 4  
Academic Affairs

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## **AR 4240 Academic Renewal**

### **Reference(s):**

Title 5 Section 55046

Students may petition to have their academic record reviewed for academic renewal of substandard academic performance.

- To be eligible, the student must have completed at least 15 units with a 3.0 GPA or 24 units with a 2.0 GPA or higher in terms subsequent to the substandard work being petitioned. All lower division units from all colleges attended will be counted from the semester immediately following the substandard work.
- The substandard academic renewal work will not count toward graduation or certification, and the permanent academic record shall be annotated in such a manner that all work remains legible. Up to 30 units combined of below “C” work from the Colleges may be disregarded in the computation of the grade point average. The student may choose the 30 units of substandard grades to disregard.
- Petitioned coursework cannot have been previously used in the awarding of a Santa Ana College or Santiago Canyon College degree, certificate, or GE certification.
- Academic Renewal Without Course Repetition is solely the policy of Santa Ana College and/or Santiago Canyon College and may not necessarily be followed by other institutions.
- Academic Renewal Without Course Repetition may be granted multiple times by Santa Ana College and/or Santiago Canyon College but is limited to a total of 30 units.
- As a result of AB705, a student may seek grade alleviation without course repetition when the substandard work occurred in an English or Mathematics course that is part of a remedial (pre-transfer level) sequence OR in an ACE or EMLS course that is part of the sequence leading to transfer-level English (CSU GE area A2 or IGETC GE area 1A or Cal-GETC Area 1A approved course ) once the student has successfully passed the transfer-level course, regardless of the student’s overall academic record since the semester in which the “D”, “F”, or “NP” was earned.
  - A student seeking alleviation under this scenario will be eligible for alleviation subject to these limitations: If a student received a grade of “C” or better or “P” in a transfer-level English course (CSU GE area A2 or IGETC GE area 1A or Cal-GETC Area 1A approved course), the highest grade earned shall be used when computing the student’s cumulative grade point average. Grades earned in

courses in a remedial English sequence pre-requisite to a transfer-level course may only be alleviated once the student earns a satisfactory grade ('C' or better or 'P') in the transfer-level course. Neither the student's academic record since earning the "D", "F", or "NP" grade nor the time elapsed since earning the "D", "F", or "NP" is relevant to this scenario. The units alleviated in this scenario shall not be counted as part of the maximum 30 units of substandard work allowed under the first provision of AR 4240.

- A student seeking alleviation under this scenario will be eligible for alleviation subject to these limitations: If a student received a grade of "C" or better or "P" in a transfer-level Mathematics or Quantitative Reasoning course (CSUGE Area B4 or IGETC GE 2A or Cal-GETC Area 2 approved course), the highest grade earned shall be used when computing the student's cumulative grade point average. Grades earned in courses in a remedial Math sequence pre-requisite to a transfer-level Mathematic or Quantitative Reasoning course may only be alleviated once the student earns a satisfactory grade ('C' or better or 'P') in the transfer-level course. Neither the student's academic record since earning the "D", "F", or "NP" grade nor the time elapsed since earning the "D", "F", or "NP" is relevant to this scenario. The units alleviated in this scenario shall not be counted as part of the maximum 30 units of substandard work allowed under the first provision of AR 4240.
- A student seeking alleviation under this scenario will be eligible for alleviation subject to these limitations: If a student received a grade of "C" or better or "P" in a transfer-level English course (CSUGE Area A2 or IGETC GE Area 1A or Cal-GETC Area 1A approved course), the highest grade earned shall be used when computing the student's cumulative grade point average. Grades earned in the ACE or EMLS sequence pre-requisite to the transfer-level English course (CSUGE are A2 or IGETC GE Area 1A or Cal-GETC Area 1A approved course) may only be alleviated once the student earns a satisfactory grade ('C' or better or 'P') in the transfer-level course. Neither the student's academic record since earning the "D", "F", or "NP" grade nor the time elapsed since earning the "D", "F", or "NP" is relevant to this scenario. The units alleviated in this scenario shall not be counted as part of the maximum 30 units of substandard work allowed under the first provision of AR 4240.

When Academic Renewal Without Course Repetition occurs under this section, the student's permanent academic record shall be annotated in such a manner that all work remains legible, ensuring a true and complete academic history. This petition is submitted to Admissions and Records.

**Adopted: September 17, 2018**  
**Revised: June 1, 2020**  
**Revised: March 2, 2026**