



ACADEMIC RENEWAL GUIDELINES

Academic Renewal is a university policy administered to recalculate the cumulative ASU grade point average of an undergraduate student who:

1. is pursuing his/her first undergraduate degree and has not previously received an academic renewal;
2. has a cumulative ASU gpa below 2.0;
3. and is already readmitted to a degree program after an absence of at least five years.

Courses (including transfer credits) completed *before* the five year absence with a grade of “C” or better are treated in the same manner as if all the credits were transfer credits, *up to a maximum of 60 credit hours*.

Graduation requirements for resident credit hours and gpa must be fulfilled after the academic renewal. Graduation requirements for academic recognition (resident credit hours and gpa) must also be fulfilled after the academic renewal.

Courses completed before and after the academic renewal remain on the transcript and may be considered when students apply for undergraduate, professional or graduate programs.

Procedure:

The student must:

1. print the Application for Academic Renewal form <https://students.asu.edu/forms/academic-renewal> or request it from the college of the student’s major;
2. meet with the Academic Renewal Advisor in the Dean’s Office of the College of Liberal Arts and Sciences (Fulton 110) to discuss the policy, procedure and ramifications if the application is approved; and to specify a minimum of 12 semester hours to be completed within three semesters after re-entry, with a minimum cumulative gpa of 2.5 and no grade lower than “C;” **(NB: the 12 hours taken will be the first 12 hours scheduled after readmission to CLAS and must be liberal arts and sciences courses.)**
3. submit the form to the Dean’s office in CLAS *before the first day of the third semester after readmission*.

Upon completion of the requirements by the student, the Dean’s office will review completed coursework and current gpa, and will determine the appropriateness of granting the request for Academic Renewal.

If Approved, the Dean’s office forwards the approved Application for Academic Renewal to the University Registrar’s Office, which will process the Academic Renewal and adjust the student’s credit hours and grade point average and send an unofficial transcript showing the processed academic renewal to the student.

If Denied, the Dean’s office will provide the student with a written explanation for the denial.

Revised: May 24, 2012