

**Request for Academic Renewal**  
Office of the Registrar  
Clarion University of Pennsylvania

The Academic Renewal Policy permits undergraduate students who return to Clarion University after a minimum four year absence, the one-time option of having up to 18 semester hours of work excluded from their QPA calculation for students enrolled in a bachelor's degree program and up to 9 hours for students enrolled in an associate degree program. These semester hours must have been completed at Clarion University prior to readmission. The courses, grades, and probationary actions will remain on the transcript with an appropriate notation of academic renewal approved.

Students who are eligible for academic renewal should complete this form and return it to the office of the Registrar, 122 Carrier Administration, upon completion of the first twelve semester hours after provided the semester QPA is a minimum of 2.00. Please refer to the conditions of the Academic Renewal Policy that follow this form.

Name: \_\_\_\_\_ CLARION ID: \_\_\_\_\_

Home Address: \_\_\_\_\_ Local Address: \_\_\_\_\_

Home Telephone: \_\_\_\_\_ Local Telephone: \_\_\_\_\_

Current Major: \_\_\_\_\_ Advisor: \_\_\_\_\_

Former Major (if applicable): \_\_\_\_\_

Please list the beginning and ending dates for the Minimum 4 year period of absence from Clarion University: \_\_\_\_\_

Indicate the term of readmission: \_\_\_\_\_

Indicate your semester grade point average for the first term after readmission: \_\_\_\_\_

List the credits that you would like to remove from the calculation of your QPA.

	Course No.	Course Title	Credits	Grade	Term Completed
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
6.	_____	_____	_____	_____	_____

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

For Office Use Only

Adjusted Earned Hours: \_\_\_\_\_

Adjusted Quality Hours: \_\_\_\_\_

Adjusted Quality Points: \_\_\_\_\_

Adjusted Cumulative QPA: \_\_\_\_\_

\_\_\_\_\_  
Signature of Registrar

\_\_\_\_\_  
Date

CC: College Dean  
Academic Advisor

Financial Aid  
Student

## The Conditions of the Academic Renewal Policy

1. To be eligible for academic renewal, students must apply for readmission to Clarion after at least a four-year absence (with or without suspension of any kind). Reentering under this policy, students must complete successfully a minimum of 30 hours before receiving a baccalaureate degree. Students must successfully complete a minimum of 15 hours before receiving an Associate Degree.
2. A student will be placed on provisional status, defined as the first semester of full-time study after readmission, or until he/she has completed 12 semester hours if attending part-time. A student must achieve a minimum semester quality point average of 2.00 for those courses taken during the period of provisional status. Students who do not achieve a minimum 2.00 while on provisional status are not eligible for academic renewal.
3. A student choosing to request academic renewal after completion of provisional status will be notified by the Registrar that all Clarion credit hours earned prior to readmission will be subject to the following conditions:
  - a. The previous grade point average will be recalculated after the elimination of up to 18 credits of D and E's as designated by the student for students enrolled in a bachelor's degree program. Students enrolled in an associate's degree program may have up to 9 semester hours excluded from their quality-point average (QPA) calculation. [Students lose grade(s), credits, and course(s).]
  - b. Grades from all course work excluding the courses approved for academic renewal will be used in calculating eligibility for graduation with honors.
  - c. All original grades and probationary actions will remain on the transcript; however, the grades of courses approved for academic renewal will not be calculated in the new grade point average.
4. Academic renewal may only be requested prior to receipt of the undergraduate degree at Clarion University.
5. Students apply for academic renewal through the Office of the Registrar. The policy will go into effect fall semester, 1993. By completing the form...
6. Students who were in academic progress difficulty for financial aid purposes will remain in an Ac/Pro status unless deficient credits are made up prior to the first semester that the student returns to Cup. Once 64 semester hours are earned, the student must have a 2.0 GPA. Removal of up to 18 credits of D and E's may achieve the required 2.0 GPA. All other current financial aid requirements are in effect each semester that the student enrolls at CUP.