CLARION UNIVERSITY

Academic Renewal Form

Academic Renewal Instructions

1. Requests for academic renewal should be submitted upon completion of 12 semester hours after readmission with a minimum semester GPA of 2.0. All conditions of the academic renewal policy must be satisfied before academic renewal will be approved.
2. Students must type directly on this form or print legibly.
3. Return form to:

In Person: Clarion Campus
Registrar's Office
148 Becht Hall
Fax: 814-393-2039

By mail: Clarion University
Registrar's Office
840 Wood Street
Clarion PA 16214

Check That The Following Conditions Have Been Met Before Applying for Academic Renewal:

- ☐ Academic renewal is only available for Undergraduate students.
- ☐ Students must have a minimum 3 year absence since their last date of attendance.
- ☐ Students must complete a minimum of 12 semester hours with a grade point average of 2.0 in their first 12 semester hours of study after readmission while on provisional status. Students who do not achieve a minimum 2.0 while on provisional status are not eligible for academic renewal.
- ☐ Academic renewal may only be requested prior to receipt of the undergraduate degree at Clarion University.

The academic renewal policy permits undergraduate students who return to Clarion University after a minimum three-year absence the one-time option of having D and E/F coursework excluded from their grade point average (GPA) calculation. Students enrolled in a **bachelor's degree program** may have **up to 18 semester hours** excluded from their GPA calculation. Students enrolled in an **associate's degree program** may have **up to 9 semester hours** excluded from their GPA calculation. 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. Grades from all course work excluding the courses approved for academic renewal will be used in calculating eligibility for graduation with honors.

Reentering under this policy, students must successfully complete a **minimum of 30 hours before receiving a baccalaureate degree**. Students must successfully complete a **minimum of 15 hours before receiving an associate degree**.

Name _____ Clarion ID _____

Address _____

_____ Phone _____

City *State* *Zip Code*

Current Major _____ Indicate the term of readmission _____

Beginning and ending dates for the minimum 3 year period of absence _____

Indicate your semester grade point average for the first term after readmission _____

Indicate what D and E/F courses you want excluded from your GPA:

Course Number	Title	Credits	Grade	Term Completed

Student's Signature _____ **Date** _____

*Students who were in academic progress difficulty for financial aid purposes will remain in satisfactory academic progress unless deficient credits are made up prior to the first semester that the student returns to Clarion. Once 60 semester hours are earned, the student must have a 2.0 GPA. Removal of up to 18 credits of D's and E/F's may achieve the required 2.0 GPA. All other current financial aid requirements are in effect each semester that the student enrolls at Clarion. If you have questions regarding this statement, please contact the financial aid office at (814)393-2315.

For Office Use Only

Adjusted Earned Hours _____ Adjusted Quality Hours _____ Adjusted Quality Points _____ Adjusted Cumulative QPA _____

Signature of Registrar _____ Date _____

CC: College Dean Department Chair Financial Aid Student

The academic renewal policy went into effect Fall semester 1993.