**Reference Number:** S87-148  
**Senate Approval Date:** Thursday, January 01, 1987

**REVISION TO THE ACADEMIC RENEWAL POLICY**

**Academic Senate Policy S87-148**

At its meeting of April 7, 1987, the Academic Senate approved the following revisions to the Academic Renewal Policy (*University Bulletin*, p. 54). The Academic Senate also would like the removal of the word (are) in paragraph 2, #1., because the "is" refers to the work completed and not the term.

**Removal of one or more semesters of undergraduate coursework**

Under certain circumstances, the campus may disregard up to two semesters or three quarters of previous undergraduate coursework taken at any college from all considerations associated with requirements for the baccalaureate degree. These circumstances are:

1. The student has requested the action formally and has presented evidence that work completed in the term(s) under consideration is (are) substandard and not representative of present scholastic ability and level of performance; and

2. The level of performance represented by the term(s) under consideration was due to extenuating circumstances; and

3. There is every evidence that the student would find it necessary to complete additional units and enroll for one or more additional terms in order to qualify for the baccalaureate if the request were not approved.

Requests should be referred to the Director of Admissions and Records. Final determination that one or more terms shall be disregarded in determination of eligibility for graduation shall be based upon a careful review of evidence by a committee chaired by the Provost and consisting of at least three members. Such final determination shall be made only when:

1. Five years have elapsed since the most recent work to be disregarded was completed; and

2. The student has completed at the campus since the most recent work to be disregarded was completed, 15 semester units with at least a 3.0 GPA, 30 semester units with at least a 2.5 GPA or 45 semester units with at least a 2.0 GPA. Work completed at another institution cannot be used to satisfy this requirement.

When such action is taken, the student's permanent academic record shall be annotated so that it is readily evident to all users of the record, that no work taken during the disregarded term(s), even if satisfactory, may apply toward baccalaureate requirements. However, all work must remain legible on the record ensuring a true and complete academic history.

**Repetition of an individual undergraduate course**

Another special provision of Academic Renewal allows the student to repeat a course and to
have the previous attempt excluded in the calculation of the grade point average. This provision is applicable only if it enables the student to meet the minimum grade point average required for graduation. Requests should be directed to the Registrar's Office. The following conditions apply:

1. Repeat of a course under this policy will be permitted only if a grade of D, F or U was received on the previous attempt of that course. Grades for both the previous and repeated attempts will be recorded on the transcript.

2. If all conditions are met, administrative approval for academic renewal shall be granted upon student request, directed to the Registrar's Office, for a maximum of 16 units repeated.

3. A student wishing to attempt a course for the third time at SFSU and have the previous grades disregarded for graduation purposes, under the terms of this policy, must receive permission of the Department Chair and College Dean or Director before repeating the course.

4. Students transferring from other colleges where courses were taken and repeated are held to the policy of the college where the course was repeated.

5. Students transferring from other colleges where courses were taken and subsequently repeated at SFSU may be eligible for consideration under this policy. Units for courses taken at the transfer institution and then repeated at SFSU are included in the 16-unit limitation.

6. In the case of any repetition beyond the 16-unit limitation or in courses for which a C- or better grade was awarded, both grades are considered in computing grade point averages.

7. Successful repetition of a course originally passed carries no additional unit credit toward a degree or credential except for certain courses such as independent study, practicum, or other courses specified in the University Bulletin as "may be repeated for credit."

*** APPROVED BY PRESIDENT WOO ON APRIL 21, 1987***