

# **ACADEMIC RENEWAL POLICY AND PROCEDURE POLICY & PROCEDURES OVERVIEW**

**UNIVERSITY SYSTEM OF GEORGIA  
MAY 2014**

## ACADEMIC RENEWAL POLICY WORKING GROUP MEMBERSHIP

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## INTRODUCTION

In November 2012, the University System of Georgia (USG) formed a Policy Review Task Force to review system-level policies through the lens of college completion and recommend policy updates, changes and additions. The task force met through March 2013 and during that time reviewed over sixty-five distinct policy issues and conducted a deeper analysis on nearly twenty of these issues. The *policy review recommendations report* was released in April 2013.

A recommendation in the report states that the USG should clarify current Academic Renewal policy and procedures, particularly as related to returning adult students.

The Task Force was charged with developing an agenda for policy change and recommending next steps, rather than crafting specific changes to policy. To determine how the Academic Renewal policy precisely needed to change, the USG formed the Academic Renewal Policy working group, which conducted an in-depth analysis on current Academic Renewal policy and procedures.

The working group met Feb. 2014 through April 2014.

## BACKGROUND

### DEFINING ACADEMIC RENEWAL

Academic Renewal is an option for students who, after leaving an institution for a certain amount of time, return and would like to start a new grade point average. The USG uses the following definition in the Board of Regents policy manual:

“USG undergraduate students who have been readmitted or reinstated after a period of absence of five (5) calendar years or longer are eligible for academic renewal. Academic renewal for the student signals the initiation of a new grade point average to be used for determining academic standing.”<sup>1</sup>

### IMPACT ON COLLEGE COMPLETION

Academic Renewal, sometimes referred to as academic forgiveness, can assist a student, who for one reason or another, struggled academically, left the institution, and now hopes to return. This could be a student who attended college directly from high school and, unprepared for the academic rigor of college, left the school. This student may decide to return later after he or she has worked for a few years, is more mature and is academically prepared. The returning student can apply to have their previous grade point average replaced with a “renewed” grade point average. Academic Renewal encourages students to return without of fear of being penalized for past mistakes in their academic career.

Currently there are 1,130,562 or 22% of Georgians between the age of 25 and 64 with some college and no degree.<sup>2</sup> This suggests that there are many adults in Georgia that have likely “stopped out,” may potentially return to school, and could apply for Academic Renewal.

An aim of Complete College Georgia (CCG), a statewide initiative to increase the number of Georgia residents with postsecondary credentials, is to address the needs of students returning to school with a focus on adult (25 and older) and military learners. Part of addressing these needs is ensuring that returning students are provided with targeted programs, support services, flexible education pathways toward a degree, and diminished barriers to enrollment.

### Policy Review Recommendations Report:

[http://www.usg.edu/educational\\_access/documents/Recommendations-Report-PRTF-050113-Updated2.pdf](http://www.usg.edu/educational_access/documents/Recommendations-Report-PRTF-050113-Updated2.pdf)

### Academic Renewal Policy:

3.5.3 Board of Regents Policy Manual: [http://www.usg.edu/policymanual/section3/policy/C340/#p3.5.3\\_grade\\_point\\_average\\_upon\\_academic\\_renewal](http://www.usg.edu/policymanual/section3/policy/C340/#p3.5.3_grade_point_average_upon_academic_renewal)

### Academic Renewal Procedure:

2.5.1 Academic and Student Affairs Handbook: [http://www.usg.edu/academic\\_affairs\\_handbook/section2/handbook/C749/](http://www.usg.edu/academic_affairs_handbook/section2/handbook/C749/)

<sup>1</sup> [http://www.usg.edu/policymanual/section3/policy/C340/#p3.5.3\\_grade\\_point\\_average\\_upon\\_academic\\_renewal](http://www.usg.edu/policymanual/section3/policy/C340/#p3.5.3_grade_point_average_upon_academic_renewal)

<sup>2</sup> U.S. Census Bureau; American Community Survey, 2012 American Community Survey 5 –Year Estimates, Table B15001; generated by Brandee Tate, using American fact finder; < <http://factfinder2.census.gov>>; (30 April 2014).

**Complete College  
Georgia 2012**

**Completion Plan:**

[http://www.usg.edu/  
educational\\_access/  
documents/  
GaHigherEducation  
CompletionPlan2012.pdf](http://www.usg.edu/educational_access/documents/GaHigherEducationCompletionPlan2012.pdf)

A potential barrier for returning students, according to a report by Higher Ed Insight, is not being able to obtain academic forgiveness.<sup>3</sup> Providing a “second chance” to students by allowing them to apply for an Academic Renewal grade point average diminishes this barrier, potentially encouraging these students to return and earn their degree. Academic Renewal is, in theory, aligned with the CCG aim of providing flexibility and diminishing potential burdens for returning students.

**AMBIGUITY AND UNINTENTIONAL BARRIERS**

The USG has an Academic Renewal policy and associated procedures in place that should facilitate the return to school. However, the policy and procedures as written are subject to misinterpretation and are unnecessarily complex.

Current policy and procedure, due to a lack of clarity, have been subjected to multiple interpretations. This had led to variations in how they are implemented on individual campuses. This became clear when a number of USG institutions recently consolidated. During the consolidation process, these institutions realized that each had a different interpretation of the Academic Renewal policy and now must reconcile these differences as a consolidated institution.

In addition to being ambiguous, the procedures seem to be unnecessarily cumbersome. Current procedure does not allow students who were dismissed or suspended and attended another USG institution during the absence to be eligible for Academic Renewal. These students who have left and attended another institution in the interim will not have the opportunity for this “second chance.” A student who was not suspended or dismissed but attended another institution during this time must choose between receiving Academic Renewal or the transfer credits from their previous coursework.<sup>4</sup> It is unclear why these students must choose between these two options. This is particularly problematic as research indicates that many students attend more than one institution during their academic career.<sup>5</sup> The current procedure creates barriers by being an option only to a limited number of students.

A focal point of CCG is the exploration of new modes of educational delivery such as online, hybrid and blended learning models. This is partially in response to increasing technological advances that have expanded the availability of new education models. It is also driven by the recognition that students not only need multiple pathways towards degree completion but also often have already explored these pathways having attended more than one institution and/or taken courses online. The USG both recognizes and encourages the use of flexible pathways towards degree completion.

System wide, we are in an era in which we urge students to return to school and encourage flexible pathways, acknowledging that students earn credit from a variety of educational sources. However, the current Academic Renewal procedure restricts students, limits their choices and creates an obstacle to those hoping to return to schools.

**STUDENT EXPERIENCES WITH ACADEMIC RENEWAL<sup>6</sup>**

*Experience #1:* A student returns to their home institution after leaving eight years ago. This student did not perform well during their original enrollment and was under the impression that they could use Academic Renewal when they recently re-enrolled. This person was told that they do not qualify for Academic Renewal because they attended a technical college prior to re-enrolling. The student used phrases like “heartbreaking” “terrible advice”, “insulting” and feels “haunted by choices made many years ago” to describe their current circumstance.

<sup>3</sup> <http://www.adultcollegecompletion.org/sites/files/documents/higherEdInsightBrief.pdf>

<sup>4</sup> See Academic and Student Handbook 2.5.1. Academic Renewal III. A and B

<sup>5</sup> [http://higheredwatch.newamerica.net/sites/newamerica.net/files/policydocs/Cracking\\_the\\_Credit\\_Hour\\_Sept5\\_0.pdf](http://higheredwatch.newamerica.net/sites/newamerica.net/files/policydocs/Cracking_the_Credit_Hour_Sept5_0.pdf)

<sup>6</sup> Students’ identities kept anonymous

*Experience #2:* This student attended an institution 20 years ago and earned poor grades during that time. The student attended a technical school just prior to re-enrolling at their original institution. The student is being denied Academic Renewal and the institution only accepted one credit from the technical college.

*Experience #3:* This student attended an institution over 20 years ago and was placed on academic suspension. The student took one class at another institution a year ago. The student planned to return to their original institution and apply for Academic Renewal but was denied due to being a suspended/dismissed student who attended another institution in the system. The student would like to get into the nursing program at their institution but will not be able to do so without an Academic Renewal grade point average or taking numerous courses to boost their current grade point average.

## CHARGE

The Academic Renewal Policy working group was charged with reviewing current Board of Regents policy (3.5.3) and Academic and Student Affairs Handbook procedure (2.5.1) concerning Academic Renewal with a focus on:

- » Alignment to Complete College Georgia goals of increasing access and completion
- » Identification and alleviation of potential barriers to students
- » Areas in need of clarification
- » Institutional flexibility

## PROCESS

To facilitate the review process, we developed an analytical framework for analyzing policy using selected criteria. The purpose of the framework is to standardize the review process and to ensure transparency.

The group adopted a four-step process, which included:

1. Identifying and defining the underlying issues
2. Determining the options for addressing each of the identified issues
3. Assessing those options using the developed criteria
4. Deciding which options are ideal and drafting recommendations

The group identified a number of issues with the current Academic Renewal policy and associated procedures that could serve as potential barriers to students.

**Period of absence of five years:** Returning students must be absent from the home institution for at least a five year period prior to returning.

**Eligibility for Academic Renewal:** Under current policy and procedure, transfer students and students who were suspended/dismissed and attended another institution are not eligible for Academic Renewal.

**Student readiness for Academic Renewal:** Institutions should assess whether a student is ready to return to higher education prior to granting the student Academic Renewal.

**Acceptance of transfer credit:** Under current procedure, a non-suspended/dismissed student who attends another institution during the period of absence must choose either a renewed grade point average or transfer credit. Furthermore, a student with Academic Renewal must complete all

remaining courses at the institution that granted Academic Renewal, as transfer credit will not be accepted.

**Time period for applying for Academic Renewal:** Under current procedure, a student must apply for Academic Renewal within the first three semesters or within first calendar year, whichever comes first.

**Institutional discretion in applying Academic Renewal:** Developing a highly structured Academic Renewal policy and associated procedures may be difficult to implement given the diverse institutions that comprise the USG. Yet there should be some baseline guidelines that all institutions can adhere to ensure a relatively consistent experience for students.

**Data collection on Academic Renewal at the system level:** The system office does not collect data on students who receive Academic Renewal and therefore it is uncertain from a system-level how many students receive Academic Renewal and if these students are successful or not.

With these issues identified, the working group then selected criteria to evaluate the issues. The group used the following criteria:

- » Impact on completion
- » Distribution and equity
- » Implementation feasibility
- » Implications and risk
- » Retention, progression and graduation implications

Based on the analysis, the issues were organized and placed into broader categories:

- » Time and timing
- » Issues concerning transfer credit, transfer students and eligibility
- » Institutional discretion

## Additional Analysis

To understand how the USG policy and procedures compare, we scanned Academic Renewal policies (sometimes titled Academic Fresh Start, Academic Forgiveness, or Academic Clemency) in five higher education systems in the southern region.<sup>7</sup>

The Tennessee Board of Regents<sup>8</sup> and the Texas Higher Education Coordination Board<sup>9</sup> have system-wide acceptance of the renewal grade point average allowing students to transfer to other institutions in the system and have their renewal honored. All of the systems allow for readmitted and transfer students to apply for grade point average renewal. The time period of absence for eligibility ranged from two years to ten years across the systems reviewed. A number of renewal policies in other states and institutions require students to successfully complete a certain number of credit hours or earn a particular GPA once they return in order to be eligible for Academic Renewal.

7 Tennessee Board of Regents, Texas Higher Education Coordination Board, Arkansas Department of Higher Education, Oklahoma State Regents for Higher Education, and West Virginia Higher Education Policy Commission

8 <https://policies.tbr.edu/policies/undergraduate-academic-retention-standards#Minimum-Criteria-for-Institutional-Academic-Fresh-Start-Policies>

9 <http://www.collegeforalltexas.com/index.cfm?ObjectID=6D1050F3-AF82-49FF-4AA263B5D5031E06>

## RECOMMENDATIONS

Applying the criteria to each of the issues, the group developed the following recommendations:

### TIME AND TIMING

*Recommendation One:* Establish a flexible period absence to be no less than three (3) years and no more than five (5) years. The institution may choose a time period in this window that is appropriate for its mission, population of students being served, and other relevant factors. The current five-year period of absence was based on what was common at other institutions across the nation at the time. However, this figure is not based on data or research that indicates that five years is the necessary amount of time a student should be absent. This change provides institutions with more flexibility for determining the period of absence.

*Recommendation Two:* Students should be encouraged to apply for Academic Renewal as soon as possible at the time of re-enrollment or enrollment. The institution can determine the deadline to apply but that deadline should be no less than one calendar year after enrollment. Current procedure states that a student has three semesters or one calendar year, whichever comes first, to apply for Academic Renewal. However a student may not be aware that Academic Renewal is an option or may decide later to pursue Academic Renewal. This change provides more discretion to those institutions that may want to provide students a longer window to apply.

### TRANSFER CREDIT, TRANSFER STUDENTS AND ELIGIBILITY

*Recommendation Three:* Allow transfer students from regionally accredited institutions of higher education to be eligible for Academic Renewal. Students in this category should be held to the same period of absence. However, because these students are not returning to their home institution, the period of absence should apply to their coursework. Only coursework completed prior to the period of eligibility would be considered for Academic Renewal.

*Recommendation Four:* Allow students to be eligible for a renewed grade point average and earn transient credits for courses taken during the period of absence or from other institutions.

*Recommendation Five:* If Academic Renewal is granted at one USG institution, it should be honored at another USG institution to ensure system consistency.

### INSTITUTIONAL DISCRETION

*Recommendation Six:* Institutions should determine a process for approving and denying Academic Renewal applications as well as a process for students to re-apply for Academic Renewal if they have been denied. Institutions should determine, as part of the application process, if a student has demonstrated readiness and has the potential to be successful if granted Academic Renewal.

*Recommendation Seven:* Institutions should determine if a student with Academic Renewal is eligible for honors at graduation according to their institutional policies particularly given that these policies vary widely.

### ADDITIONAL RECOMMENDATIONS

The group additionally discussed tangential issues not directly connected to policy and procedure but still critical for the successful implementation of a revised Academic Renewal policy and associated procedures. One substantial issue is tracking the performance and progress of students who receive Academic Renewal on a system-level. Each institution records Academic Renewal students differently and currently the system office does not collect this information. Collecting this data at a system-level will allow the USG to assess the impact of Academic Renewal policy and procedures and determine if the recommended revisions have an impact on student success and completion.

In response, the USG is in the process of creating a business practice that will allow for the collection of Academic Renewal data at a system-level.

The group discussed the role of the advisor in assisting a student who is navigating Academic Renewal. It was noted that advisors may be unaware of the nuances of Academic Renewal policy and procedure and therefore unable to properly advise students on whether Academic Renewal is an appropriate option. The establishment of a USG Administrative Committee for Advisors with representatives from each USG institution would ensure that this critical information is disseminated to the advisors on each campus. It is crucial that all advisors have the information necessary to inform students about Academic Renewal particularly the impact it may have on access to Federal financial aid, it does not guarantee admission to a specific programs and all grades still appear on the transcript potentially impacting admission to graduate degree programs.



APPENDIX 1:

ACADEMIC RENEWAL - POLICY MANUAL AND HANDBOOK CHANGES

BOARD OF REGENTS 3.5.3 GRADE POINT AVERAGE UPON ACADEMIC RENEWAL

Previous	Change
<p>USG undergraduate students who have been readmitted or reinstated after a period of absence of five (5) calendar years or longer are eligible for academic renewal. Academic renewal for the student signals the initiation of a new grade point average to be used for determining academic standing. This provision allows USG degree-seeking students who earlier experienced academic difficulty to make a fresh start and have one final opportunity to earn an associate or bachelor's degree (BoR Minutes, June, 1995, p. 7).</p>	<p>Undergraduate students who are either returning to a USG institution or are transferring to a USG institution may be eligible for Academic Renewal. Academic Renewal for the student signals the initiation of a new grade point average to be used for determining academic standing. This provision allows USG degree-seeking students who earlier experienced academic difficulty to make a fresh start and have one final opportunity to earn an associate or bachelor's degree.</p>

ACADEMIC AND STUDENT AFFAIRS HANDBOOK 2.5.1 ACADEMIC RENEWAL

Previous	Change
<p><b>Procedures</b> The following procedures should be applied for students seeking academic renewal:</p> <ol style="list-style-type: none"> <li>I. All previously attempted coursework continues to be recorded on the student's official transcript.             <ol style="list-style-type: none"> <li>A. A Renewal GPA is begun when the student resumes taking coursework following approval for Academic Renewal.</li> <li>B. The Academic Renewal GPA will be used for determining academic standing and eligibility for graduation.                 <ol style="list-style-type: none"> <li>1. To earn a degree, a student must meet the institution's residency requirements after acquiring Academic Renewal status.</li> <li>2. At least 50% of work toward a degree must be completed after the granting of Academic Renewal status for a student to be eligible for honors at graduation.</li> </ol> </li> <li>C. Academic credit for previously completed coursework, including transfer coursework, will be retained only for courses in which a grade of A, B or C has been earned.                 <ol style="list-style-type: none"> <li>1. Retained grades are not calculated in a Renewal GPA. Such credit is considered in the same context as transfer credit, credit by examination, and courses with grades of "S."</li> <li>2. Courses with grades of D or F must be repeated at the Academic Renewal institution if they are required in the student's degree program. Further, all remaining courses for the current degree objective must be completed at the Academic Renewal institution, i.e., no transient credit will be accepted.</li> <li>3. Applicability of retained credit to degree requirements will be determined by the degree requirements in effect at the time Academic Renewal status is conferred on the student. Specific institutional program regulations must also be met.</li> </ol> </li> </ol> </li> </ol>	<p><b>Procedures</b> The following procedures should be applied for students seeking academic renewal:</p> <ol style="list-style-type: none"> <li>I. Applying for Academic Renewal Status             <ol style="list-style-type: none"> <li>A. Students are encouraged to apply for Academic Renewal status at the time of re-enrollment or enrollment as a transfer student at a USG institution. Students who do not request Academic Renewal status at that time must do so within an established period of time determined by the institution not to be less than one calendar year after enrollment.</li> <li>B. Each USG institution shall establish specific evaluative criteria and specific procedures for application for Academic Renewal evaluation, approval, denial and re-application.</li> <li>C. Each institution will establish a process to determine if a student is ready to return.</li> <li>D. Institutions can determine if Academic Renewal status can be requested as part of the readmission process or after enrollment.</li> <li>E. A student can be granted Academic Renewal Status only one time.</li> </ol> </li> <li>II. All previously attempted coursework continues to be recorded on the student's official transcript.             <ol style="list-style-type: none"> <li>A. A Renewal GPA is begun when the student resumes taking coursework following approval for Academic Renewal.</li> <li>B. The Academic Renewal GPA will be used for determining academic standing and eligibility for graduation.                 <ol style="list-style-type: none"> <li>1. To earn a degree from the institution granting Academic Renewal, a student must meet the institution's residency requirements after acquiring Academic Renewal status.</li> <li>2. Institutions will determine the eligibility for honors at graduation for those students granted Academic Renewal status based on their institution policies regarding honor graduation.</li> </ol> </li> </ol> </li> </ol>

Previous	Change
	<ul style="list-style-type: none"> <li>C. Academic credit for previously completed coursework, including transfer coursework, will be retained only for courses in which a grade of A, B or C has been earned.                             <ul style="list-style-type: none"> <li>1. Retained grades are not calculated in a Renewal GPA. Such credit is considered in the same context as transfer credit, credit by examination, and courses with grades of "S."</li> <li>2. Courses with grades of D or F must be repeated at the Academic Renewal institution if they are required in the student's degree program.</li> <li>3. Applicability of retained credit to degree requirements will be determined by the degree requirements in effect at the time Academic Renewal status is conferred on the student. Specific institutional program regulations must also be met.</li> <li>4. Institutions shall accept transient credits of students with Academic Renewal status per their policies regarding the acceptance of such credit.</li> </ul> </li> </ul>
<p>II. A student can be granted Academic Renewal status only one time.</p> <p>III. Transfer Credit Procedures</p> <ul style="list-style-type: none"> <li>A. Suspended/dismissed students: a student who has been suspended or dismissed from a USG institution and has attended one or more USG institutions during the period of suspension/dismissal is not eligible for Academic Renewal.</li> <li>B. Non-suspended/dismissed students: a student who has not been suspended or dismissed from a USG institution but who has been absent from that institution five years or more and who has attended a school other than that institution may choose only one of the following options:                             <ul style="list-style-type: none"> <li>1. The student may return to the same institution subject to all relevant transfer and re-entry policies. No renewal GPA is calculated, and transfer credit will be granted for applicable courses taken during the absence.</li> <li>2. The student may apply for Academic Renewal. If Academic Renewal status is approved, no transfer credit will be granted for coursework completed during the absence.</li> </ul> </li> </ul>	<p>III. Undergraduate students who are transferring to a USG institution or are returning to a USG institution after a period of absence may be eligible for Academic Renewal.</p> <ul style="list-style-type: none"> <li>A. Readmitted Students                             <ul style="list-style-type: none"> <li>1. USG undergraduate students who return to their home institution may be eligible for Academic Renewal for coursework taken prior to the period of absence.                                     <ul style="list-style-type: none"> <li>a. Students must be absent from the USG institution for a minimum period of time to be determined by the institution but that is no less than three (3) years and no longer than five (5) years.</li> <li>b. Transfer credit for any coursework taken during the period of absence should be granted according to the institution's policies regarding transfer credits.</li> </ul> </li> </ul> </li> <li>B. Transfer Students                             <ul style="list-style-type: none"> <li>1. Student who leave a regionally-accredited institution of higher education and transfer to a USG institution may be eligible for Academic Renewal for coursework taken prior to a period of time equal to the period of absence required for Academic Renewal eligibility for readmitted students (which is no less than three (3) years and no longer than five (5) years.                                     <ul style="list-style-type: none"> <li>a. Only coursework completed prior to the eligibility window can be considered for Academic Renewal</li> <li>b. The period of eligibility is calculated from the date of enrollment at the USG institution</li> <li>c. Courses taken more recently than the period of eligibility are ineligible for consideration for Academic Renewal. However, transfer credit can be granted for coursework taken during this period according to the institution's policies regarding transfer credits.</li> </ul> </li> </ul> </li> </ul>

<i>Previous</i>	<i>Change</i>
IV. Any scholastic suspensions that occurred in the past shall remain recorded on the student's permanent record. If a suspension (either first or second) is on the record and the student encounters subsequent academic difficulty after having been granted Academic Renewal, the next suspension subjects the student to dismissal.	No Change
<i>Previous</i>	<i>Change</i>
V. If a student does not request Academic Renewal status at the time of re-enrollment after a five year or greater period of absence, the student may do so within three semesters of re-enrollment or within one calendar year, whichever comes first.	Remove All
<i>Previous</i>	<i>Change</i>
VI. The Renewal GPA begins with the semester following re-enrollment.	No Change
<i>Previous</i>	<i>Change</i>
VII. Re-entry into any program is not automatic.	No Change
<i>Previous</i>	<i>Change</i>
VIII. If a student is denied Academic Renewal and subsequently does not re-enroll, he/she may resubmit an Academic Renewal application after no fewer than three semesters have passed since the initial petition.	Remove All
<i>Previous</i>	<i>Change</i>
IX. Each USG institution shall establish specific evaluative criteria and specific procedures for evaluating an application for Academic Renewal.	Remove All
<i>Previous</i>	<i>Change</i>
X. The granting of Academic Renewal does not supersede financial aid policies regarding Satisfactory Academic Progress.	No Change
<i>Previous</i>	<i>Change</i>
XI. The granting of Academic Renewal does not supersede the admissions requirements of certain programs, e.g., teacher education and nursing, which require a specific minimum grade point average based upon all coursework.	No Change
<i>Previous</i>	<i>Change</i>
XII. Any currently enrolled student who has experienced an interrupted five year (or longer) period of nonattendance at the institution in which he/she is currently enrolled, may apply for an Academic Renewal GPA. A. For currently enrolled students, there is a one year "window of opportunity" for requesting Academic Renewal status commencing with the effective date of this policy. B. The Academic Renewal GPA will include all coursework taken since re-enrollment.	Remove All
<i>Previous</i>	<i>Change</i>
Nothing	VIII. Academic Renewal status granted by one USG institution shall be honored at all other USG institutions.

## 2.5.1 Academic Renewal

Last reviewed: April 2014

New

SOURCES:

BoR POLICY 3.5.1, ACADEMIC RENEWAL

EFFECTIVE DATE: JUNE 1995, UPDATED DATE

April 2014 Revision: Deletions are shown by ~~strike through~~; insertions are shown by underline.

### Definition of Terms for the Purpose of These Procedures

**Suspension:** A temporary separation from an institution. A suspension may be for (a) a specified period of time or (b) indefinite. Upon expiration of the specified period of suspension, the student is eligible to re-enroll. A student under indefinite suspension must petition for reinstatement to the president of the institution.

**Dismissal:** A permanent separation of the student from the institution. A student who is dismissed is not eligible to return to the institution.

### Procedures

The following procedures should be applied for students seeking academic renewal:

- I. Applying for Academic Renewal Status
  - A. Students are encouraged to apply for Academic Renewal status at the time of re-enrollment or enrollment as a transfer student at a USG institution. Students who do not request Academic Renewal status at that time must do so within an established period of time determined by the institution not to be less than one calendar year after enrollment.
  - B. Each USG institution shall establish specific evaluative criteria and specific procedures for application for Academic Renewal evaluation, approval, denial and re-application.
  - C. Each institution will establish a process to determine if a student is ready to return.
  - D. Institutions can determine if Academic Renewal status can be requested as part of the readmission process or after enrollment.
  - E. A student can be granted Academic Renewal Status only one time.
- II. All previously attempted coursework continues to be recorded on the student's official transcript.
  - A. A Renewal GPA is begun when the student resumes taking coursework following approval for Academic Renewal.
  - B. The Academic Renewal GPA will be used for determining academic standing and eligibility for graduation.
    1. To earn a degree from the institution granting Academic Renewal, a student must meet the institution's residency requirements after acquiring Academic Renewal status.
    2. ~~At least 50% of work toward a degree must be completed after the granting of Academic Renewal status for a student to be eligible for honors at graduation.~~ Institutions will determine the eligibility for honors at graduation for those students granted Academic Renewal status based on their institution policies regarding honor graduation.
  - C. Academic credit for previously completed coursework, including transfer coursework, will be retained only for courses in which a grade of A, B or C has been earned.
    1. Retained grades are not calculated in a Renewal GPA. Such credit is considered in the same context as transfer credit, credit by examination, and courses with grades of "S."
    2. Courses with grades of D or F must be repeated at the Academic Renewal institution if they

are required in the student's degree program. Further, all remaining courses for the current degree objective must be completed at the Academic Renewal institution, i.e., no transient credit will be accepted.

3. Applicability of retained credit to degree requirements will be determined by the degree requirements in effect at the time Academic Renewal status is conferred on the student. Specific institutional program regulations must also be met.
4. Institutions shall accept transient credits of students with Academic Renewal status per their policies regarding the acceptance of such credit.

~~II. A student can be granted Academic Renewal status only one time.~~

~~III. Transfer Credit Procedures~~

- ~~A. Suspended/dismissed students: a student who has been suspended or dismissed from a USG institution and has attended one or more USG institutions during the period of suspension/dismissal is not eligible for Academic Renewal.~~
- ~~B. Non-suspended/dismissed students: a student who has not been suspended or dismissed from a USG institution but who has been absent from that institution five years or more and who has attended a school other than that institution may choose only one of the following options:~~
  - ~~1. The student may return to the same institution subject to all relevant transfer and re-entry policies. No renewal GPA is calculated, and transfer credit will be granted for applicable courses taken during the absence.~~
  - ~~2. The student may apply for Academic Renewal. If Academic Renewal status is approved, no transfer credit will be granted for coursework completed during the absence.~~

III. Undergraduate students who are transferring to a USG institution or are returning to a USG institution after a period of absence may be eligible for Academic Renewal.

A. Readmitted Students

1. USG undergraduate students who return to their home institution may be eligible for Academic Renewal for coursework taken prior to the period of absence.
  - a. Students must be absent from the USG institution for a minimum period of time to be determined by the institution but that is no less than three (3) years and no longer than five (5) years.
  - b. Transfer credit for any coursework taken during the period of absence should be granted according to the institution's policies regarding transfer credits.

B. Transfer Students

1. Student who leave a regionally-accredited institution of higher education and transfer to a USG institution may be eligible for Academic Renewal for coursework taken prior to a period of time equal to the period of absence required for Academic Renewal eligibility for readmitted students (which is no less than three (3) years and no longer than five (5) years.
  - a. Only coursework completed prior to the eligibility window can be considered for Academic Renewal
  - b. The period of eligibility is calculated from the date of enrollment at the USG institution
  - c. Courses taken more recently than the period of eligibility are ineligible for consideration for Academic Renewal. However, transfer credit can be granted for coursework taken during this period according to the institution's policies regarding transfer credits.

IV. Any scholastic suspensions that occurred in the past shall remain recorded on the student's permanent record. If a suspension (either first or second) is on the record and the student encounters subsequent

academic difficulty after having been granted Academic Renewal, the next suspension subjects the student to dismissal.

- ~~V. If a student does not request Academic Renewal status at the time of re-enrollment after a five year or greater period of absence, the student may do so within three semesters of re-enrollment or within one calendar year, whichever comes first.~~
- ~~VI. The Renewal GPA begins with the semester following re-enrollment.~~
- ~~VIII.V. Re-entry into any program is not automatic.~~
- ~~VII. If a student is denied Academic Renewal and subsequently does not re-enroll, he/she may resubmit an Academic Renewal application after no fewer than three semesters have passed since the initial petition.~~
- ~~IX. Each USG institution shall establish specific evaluative criteria and specific procedures for evaluating an application for Academic Renewal.~~
- ~~XI.VI. The granting of Academic Renewal does not supersede financial aid policies regarding Satisfactory Academic Progress.~~
- ~~XI.VII. The granting of Academic Renewal does not supersede the admissions requirements of certain programs, e.g., teacher education and nursing, which require a specific minimum grade point average based upon all coursework.~~
- ~~XI.VIII. Academic Renewal status granted by one USG institution shall be honored at all other USG institutions.~~
- ~~XII. Any currently enrolled student who has experienced an interrupted five year (or longer) period of non-attendance at the institution in which he/she is currently enrolled, may apply for an Academic Renewal GPA.~~
  - ~~A. For currently enrolled students, there is a one year “window of opportunity” for requesting Academic Renewal status commencing with the effective date of this policy.~~
  - ~~B. The Academic Renewal GPA will include all coursework taken since re-enrollment.~~