



AP 4241 Progress Renewal

Progress Renewal is a process intended to disregard students' previously substandard coursework when such work does not reflect current demonstrated ability. Progress Renewal is also intended to facilitate transfer, degree and certificate completion, and removal from academic probation or progress disqualification. A maximum of 30 semester units may be disregarded under this policy. Coursework completed at another institutions requires submission of official transcripts. Final approval of the petition will be granted by the Admissions and Records Office. Progress Renewal is permanent and irreversible.

To qualify for Progress Renewal, the student must meet the following criteria:

1. Coursework to be disregarded is limited to Withdrawal ("**W**"), No Credit ("**NC**"), Incomplete ("**I**"), and No Pass ("**NP**") grade notations
2. The student's performance is not reflective of their demonstrated ability
3. Progress Renewal may be granted multiple times by Victor Valley College but is limited to a total of 30 units. Students can submit Progress Renewal more than once.
4. After the semester or session of the coursework to be disregarded, the student must have met any of the following criteria as accepted evidence of current satisfactory academic performance:
 - 12 satisfactorily completed units, including no W, NC, I, nor NP grades with a 2.0 GPA; or
 - Successfully complete 216 hours of non-credit coursework

All coursework will remain legible on the student's permanent record, ensuring a true and complete record. The student's permanent record shall be annotated so that it is readily evident to all users of the record that any course disregarded may not satisfy certificate, degree, or general education course requirements. Progress Renewal is not recognized for financial aid purposes, and is always counted in units attempted, GPA calculation, and maximum time frame, even when a more favorable grade was subsequently received, both attempts would be counted.

This petition is submitted to Admissions and Records.