Academic Renewal Policy

An academic renewal program is available to qualified undergraduate students. Academic renewal prevents the voided coursework from counting toward graduation and the computation of the grade point average; however, the voided coursework will remain a part of the transcript. **Qualified undergraduate students must have either at least 60 credit hours (counting hours before and after readmission) or not attended any accredited college or university for at least two previous years. If further courses are required to graduate,** students must have a cumulative grade point average, since readmission, of at least 2.0 (with no grade below “D”), computed at the end of the term in which the student completes the **lesser of 12 semester hours of courses numbered 100 or above or the number of such hours required to fulfill all other graduation requirements with the exception of GPA.**

WKU accepts transfer credit retained through academic renewal at other institutions but will use grades from those courses for the computation of the higher education grade point average.

Students requesting academic renewal are required to complete and submit the “Petition for Academic Renewal” form to their department head/Chair or equivalent, indicating whether one semester or all previous coursework is to be voided. The approved form will be sent to the Office of the Registrar for final processing. No student may declare academic renewal more than once.

Procedures

The form shall be approved by the student’s assigned Department Head/Chair. The department will send the approved form to the Office of the Registrar, Potter Hall 216.

The petition should not be filed until the student has fulfilled the conditions of eligibility.

The Office of the Registrar will notify student by email when the Petition for Academic Renewal has been processed.

Students who request academic renewal for a semester(s) may not use any credit earned during that period toward degree requirements. Voided courses required for the degree must be repeated.
Petition for Academic Renewal
Western Kentucky University
Office of the Registrar
Potter Hall 216
270.745.3351

Student Information

WKU ID: ___________________________ Date of Birth: ___________________________

Legal Name: __________________________________________ Major: ________________

Street Address: ________________________________________

City: ___________________________ State: ___________ Zip Code: _______________

Phone Number: ___________________________ Email: __________________________

Qualified undergraduate students must have either earned at least 60 credit hours (counting hours before and after readmission) or have not attended any accredited college or university for at least two previous years. If further courses are required to graduate students must have a cumulative grade point average, since readmission, of at least 2.0 (with no grade below “D”), computed at the end of the term in which the student completes the lesser of 12 semester hours of courses numbered 100 or above or the number of such hours required to fulfill all other graduation requirements with the exception of GPA.

Check one box below to void one semester or all previous coursework:

☐ One Semester

________ term and year to void

________ name of university or college

☐ All Previous coursework

________ from date

________ to date

________ name of university or college

I certify I understand the conditions necessary to be eligible for academic renewal. I also realize the effect academic renewal will have on my status relative to academic programs and degree requirements, as well as financial aid and athletic eligibility. In addition, I understand the voided coursework will remain a part of my permanent academic record even though it will not count toward graduation or the computation of my grade point average and voided coursework may not be retrieved and is irreversible.

______________________________

Student Signature

Date

______________________________

Department Head/Chair Signature

Date

To be completed by Office of the Registrar:

__________________________________________________________

Processed by: ________________________ Date processed ________________