



ACADEMIC RENEWAL PETITION

Please Print in Blue or Black Ink

Last Name	First Name	MI	Student ID or Social Security Number
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STEP 1—Read the following Academic Renewal conditions: (For more information, see the current CNM catalog)

- Academic Renewal applies only to grades beginning with Fall 1988.
- You must be currently enrolled at CNM.
- You must have been absent from CNM for at least three consecutive years after Summer 1988.
- After returning to CNM, you must have completed a minimum of 15 credit hours.
- All hours completed after return must total at least a 2.0 GPA. (See “Grade Point Average” in the CNM catalog.)
- All courses and earned grades will appear on your CNM transcript.
- All “D” and “F” grades earned prior to your return will be excluded from your GPA.
- Excluded “D” grades cannot be used to meet program requirements for future graduation.
- Academic Renewal does not affect any prior academic, financial, or administrative determination made by CNM.
- Other institutions/agencies and CNM departments (e.g., Financial Aid, Instructional Departments) may not consider Academic Renewal in evaluating your academic record.
- Academic Renewal will be granted only one time and cannot be reversed.

STEP 2 - Obtain unofficial copy of your transcript from the Main Campus Records Office or Admissions Office at all other campuses.

STEP 3 - You should meet with a CNM academic advisor/counselor to discuss the effect of Academic Renewal on your educational goals. (If applicable, also meet with your CNM financial aid advisor.)

STEP 4 - Complete the following eligibility questions:

1. I am currently enrolled at CNM Yes No
2. I stopped attending CNM for at least 3 consecutive years (9 terms) from _____ to _____. Yes No

term/year term/year
3. Since my return, I have completed at least 15 credit hours which total at least a 2.0 GPA. Yes No

If you answered yes to questions 1-3, please proceed to Steps 5 and 6. If you answered no to any of these questions, please meet with a CNM academic advisor/counselor to discuss your educational options.

STEP 5—Read the following statement. Then, sign and date the petition.

I have read and understand the above conditions on Academic Renewal. I certify that my above responses are true and accurate and hereby petition CNM for Academic Renewal.

Student Signature	Date
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STEP 6 - After the third week of the term, submit your transcript and completed petition to Main Campus Records Office or Admissions Office at all other CNM campuses. Please allow 4-6 weeks for processing.

OFFICIAL CNM USE ONLY

Approved _____ Not Approved _____ Date _____

Comments: _____

RECORDS OFFICE: Date received _____ Processed _____ Mailed to Student _____