University of Wyoming **Office of the Registrar**

Academic Renewal

UW Regulation 6-715, Rev. 5, Change 1, 2.d.

Undergraduate students who return to the University of Wyoming after taking no UW courses for a period of five years have the option of continuing their previous UW cumulative GPA or commencing a new UW cumulative GPA ("academic renewal"). Interested students must submit this form, signed by their advisor and department head, to the Registrar once the semester has begun but not later than 10 class days before the last day of classes of the semester in which they return to UW.

The entire UW transcript will remain intact. A note indicating the policy will precede the new part of the UW transcript if the student opts for academic renewal. At the discretion of the academic department in which the student is enrolled, UW credit hours for which the student earned the grade of "C" or better may be applied toward the completion of the degree requirements (including University Studies Requirements). The list of departmentally approved UW courses (if any) must be indicated on this form at the same time academic renewal is being requested.

This policy can be exercised only once by any given individual student and is only applicable to undergraduate students. Courses applied towards a previous baccalaureate degree are not eligible for this policy.

TO BE COMPLETED BY STUDENT:

Name _____ "W" ID Number _____

Local Address _____

Phone _____

Last enrollment at UW _____ Semester I will return to UW _____

I am requesting the Academic Renewal option based on the following reasons:

By signing this form, I certify that I have not taken a course at UW (excluding any correspondence course) during the previous five years.

Signature _____ Date _____

TO BE COMPLETED BY STUDENT'S ACADEMIC ADVISER AND DEPARTMENT HEAD:

I support this request for Academic Renewal and recommend that credit hours for the courses listed on the back be applied toward the completion of his/her degree requirements.
(Please note: only UW credit hours for which the student received the grade of "C" or better and UW credit hours which were not used for a previous baccalaureate may be used.)

YES NO

☐ ☐ _____ _____
Academic Adviser Signature Date

☐ ☐ _____ _____
Department Head Signature Date

*List all UW credit hours on the back which **should** be applied toward completion of the student's degree requirements.*
Both academic advisor and department head must also sign the back if credit hours are being recommended.

09/06

UW Course # and Title *to be applied toward degree*	Cr. Hr.	Grade	Sem/Yr
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____