

work to be disregarded was completed: (a.) 15 semester units with at least a 3.0 GPA or (b.) 30 semester units with at least a 2.5 GPA or (c.) 45 semester units with a 2.0 GPA. Work completed at another institution cannot be used to satisfy this request.

4. It must be evident that it would be necessary for the student to complete one or more additional terms in order to qualify for the baccalaureate degree if the request were not approved, i.e., that the student would have less than a 2.0 grade point average in one or more of the following: (a) Cumulative collegiate coursework (b) All California State University, Fresno coursework (c) Coursework required for the major
5. This policy may not be used in concert with any other academic forgiveness policy impacting particular academic term(s).

For further information or to apply for academic renewal, contact the Degree Advising Office, 559.278.4076.

Planned Educational Leave of Absence. A planned educational leave of absence is defined as a planned interruption or pause in a student's regular education of more than one semester during which the student temporarily ceases formal studies at California State University, Fresno, while pursuing other activities that may assist in clarifying the student's educational goals. The intent of the policy is to make it possible for a student to suspend his or her academic work and later resume studies with a minimum of procedural difficulty.

A student who is approved for a planned leave will be considered a continuing California State University, Fresno student. A student may enroll for classes at the end of an approved leave without reapplying for admission and may continue at California State University, Fresno without changing graduation requirements.

A planned educational leave must be recommended by a faculty adviser and approved by the department chair (or program coordinator).

Planned educational leaves may be granted for a variety of reasons or projects but certain characteristics must be contained in any request for a leave:

1. The student must have a definite objective, which in the judgment of the faculty adviser and the chair, contributes to his or her educational goals and objectives.
2. A medical condition is not considered grounds for a planned educational leave of absence.
3. The request must be for a specific period of time which shall not exceed four consecutive semesters.
4. The student must plan to return to California State University, Fresno at the conclusion of his or her leave.

The following regulations apply to the planned educational leave:

1. A student currently enrolled in a fully matriculated session may be considered for a planned educational leave.
2. A student may be granted only one leave as an undergraduate student and one leave as a graduate student. Planned educational leaves are granted for up to four consecutive semesters.
3. In addition to recommendation by a faculty adviser and a chair, international students must be recommended by the director of international student services and programs, and educational opportunity program students by an EOP counselor.
4. Petitions for planned educational leaves must be filed (with the appropriate recommendation) at the Registrar's Office before the first day of classes for the semester during which the leave is to begin.
5. Leaves are not approved for students in disqualified status or on contract to remove academic deficiencies.
6. It is expected that a student will devote his or her leave primarily to nonclassroom activities. A leave is not approved if the student plans to attend another institution, unless the coursework the student seeks is not available at California State University, Fresno. Any academic credit earned while on a planned educational leave is accredited by California State University, Fresno only if permission is granted for that credit in advance.
7. Students who do not return to the university at the conclusion of their planned educational leave and those who enroll elsewhere will be considered to have withdrawn from the university at the end of their last semester of regular enrollment at California State University, Fresno and will have to reapply for admission upon their return.

Students wishing to apply for a planned educational leave should obtain a request form from the Admissions, Records, and Degree Advising Office, North Lobby, Joyal Administration Building, 559.278.2261.

Student Academic Petitions. The Student Academic Petitions Committee has the authority to permit exceptions to university baccalaureate degree requirements when fulfilling the degree requirement would prove to be an undue hardship for the student and/or such an exception can be demonstrated to be educationally justifiable. The committee will take action only upon the submission of a formal petition by the student that sets forth the facts and circumstances that may warrant special consideration.

Petitions and procedural information are available in the University Advising Center. The Petitions Committee does not make decisions pertaining to substitutions for undergraduate and graduate major requirements. Such requests are initiated through the student's department. Requests to waive established university policy governing graduate study may be addressed to the dean, Division of Graduate Studies. If a request cannot be accommodated, it is forwarded to the Graduate Committee.