



SAN DIEGO COMMUNITY COLLEGE DISTRICT

College:

- City
- Mesa
- Miramar

Petition for Enrollment Priority Appeal and/or Loss of BOGW

Please review the reverse side of this document for appeal criteria before completing this petition.

This petition is not used to appeal your financial aid status.

Student Information

Name CSID

Address Email

City State Zip Code Phone

Major Year/Term Fall Spring Summer

- 1 Complete and sign the petition.
- 2 Attach a one page personal statement explaining the reasons for your appeal. Be sure to attach documentation to support your petition. Please type or print legibly in ink, petitions that are not legible will not be considered.
- 3 Meet with a Counselor to review/sign your petition and attach your student education plan.
- 4 Submit your petition to the Dean of Student Development Office by the deadline posted on Student Web Services.

Petition Information

I am requesting a reinstatement of my enrollment priority and/or BOGW eligibility for the following reason(s): (Select at least one)
Please read the back of this form for further instructions. Incomplete petitions will not be considered.

- Extenuating circumstances (Documentation required)
- Significant academic improvement
- Student with disability who applied for, but did not receive reasonable accommodations in a timely manner

Reinstatement of loss of enrollment priority due to exceeding 100 units **Appeal of Enrollment Priority Only**

Student's Signature Date

For Counselor Use Only:

Recommend Not Recommend Estimated Semester/Yr of Completion/Transfer:

Comments:

Counselor Signature Date

Final Action: Approved Disapproved **For Office Use Only** Term Expiration:

Authorized Signature Date

Comments

Petition for Enrollment Priority Appeal and/or Loss of BOGW

Title 5 regulations state that students shall lose their enrollment priority and Board of Governor's Fee Waiver (BOGW) eligibility if they have been disqualified as a result of academic performance or lack of progress. Students also lose enrollment priority if they have exceeded 100 cumulative units while attending San Diego City, Mesa or Miramar Colleges.

Appeal Criteria

Students may petition the loss of their enrollment priority and/or BOGW eligibility based on one of the following criteria:

- Students who have experienced extenuating circumstances that had a significant impact on your academic performance resulting in disqualification (verified cases of accident, illnesses or other circumstances including change in financial situation beyond the student's control that affected their academic performance in the previous semester).
- Students who have made significant academic improvement where they meet the minimum grade point average and/or progress standard to be removed from academic or progress probation but did not reach good academic standing.
- Students with disabilities who applied for, but did not receive reasonable accommodations in a timely manner.

For Loss of Enrollment Priority Only:

- Students who have other specific situations that warrant considerations (e.g. Student enrolled in high unit programs, student is close to graduation or transfer and needs a few more courses.)

Instructions:

1. Upon notification of loss of enrollment priority and BOGW eligibility, students have the right to appeal if they believe they qualify based on one or more of the conditions above. Students must meet with a counselor and have a student education plan on file and attached to this form prior to submitting the petition.
2. Complete and sign the petition, be sure to attach your personal statement and any documentation required in support of your petition (Examples: doctor's letter, ER report, police report, court documents, requirements from professional/graduate schools, major preparation transfer requirements, course descriptions, and syllabi).
3. Meet with an academic counselor to review your petition and student education plan and have your petition signed by the counselor.
4. Submit the completed petition to the Dean of Student Development Office at your home college. Petitions must be submitted by the published deadline; **NO EXCEPTIONS.**
5. Students will be notified of the result of their petition by the Dean of Student Development Office.