



IMPERIAL VALLEY COLLEGE

Petition to Appeal Loss of Enrollment Priority and/or
 Loss of California College Promise Grant Fee Waiver
 (Formerly known as BOG)
This form is to appeal your enrollment priority loss and/or loss of CCPG Fee Waiver

Note: Foster Youth and Former Foster Youth (up to age 24) are exempt from loss of both priority registration and CCPG Fee Waiver per regulation.

Last Name: _____ First Name: _____ Student ID# _____

Course of Study/Major: _____ Phone: () _____

Term/Year _____ Date Submitted: _____

Minimum documents that must be included with this form as well as those identified below:

- A typed narrative of your situation AND a copy of a current Comprehensive Educational Plan (DegreeWorks Link: <http://my.imperial.edu/degreeworks>)**

Enrollment Priority Appeal Reasons: (check one only if applicable)

- Academic/Progress Probation Extenuating Circumstances: verified cases of accidents, illnesses, or other circumstances beyond the student’s control. (Examples of documentation are doctor’s notes, accident report, etc.)
- I am a student with a verified disability who applied before the deadline for but did not receive an accommodation in a timely manner or Enrollment Priority is a verified accommodation (DSPS documentation required).
- I have earned 90 or more degree applicable units at IVC and I am enrolled in a high unit program.

DEADLINE DATES:

<p>Turn in by listed date for guaranteed consideration</p>	<p>Fall Semester 2019 – July 3, 2019 Winter/Spring 2020 – November 1, 2019 Summer Term 2020 – May 8, 2020</p>
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Loss of CCPG Fee Waiver: (check one if applicable: California College Promise Grant recipients only)

- Academic/Progress Probation Extenuating Circumstances: verified cases of accidents, illnesses, or other circumstances beyond the student’s control or other circumstances that might include documented changes in the student’s economic situation. (Examples of documentation are doctor’s notes, accident report, loss of job, etc.)
- I am a student with a verified disability who applied before the deadline but did not receive an accommodation in a timely manner. (See attached verification of disability document from DSP&S).
- I was unable to obtain essential support services. (Please provide a written statement)
- I would like to be granted special consideration as I am a student in one of these programs (check all that apply) (Program Verification Form signed by your counselor needs to be attached to be eligible for this option):
 ___ CalWorks ___ EOPS ___ DSPS ___ Veterans

I declare under penalty of perjury that all information on this form is true and correct. I understand that this appeal form is void should I fail to make academic progress.

Student Signature _____ Date: _____

OFFICE USE ONLY Committee Review Date: _____

Committee Recommendation: Approved _____ Denied _____ Semester GPA _____ Cumulative GPA _____

Support Services/Follow up Recommended: _____

Petition Committee Chair Signature: _____

Loss of Enrollment Priority and/or CCPG Fee Waiver Appeal Processing Instructions

LOSS OF PRIORITY REGISTRATION:

Per Title 5, Section 58108 Regulations of the California Community College System, your calculated academic standing will impact your assigned registration date for future semesters. A second consecutive term (fall/spring semesters) on academic or progress probation will result in the loss of continuing student priority registration. This will also apply to any student over 90-unit limit (excluding non-degree applicable and ESL courses). This means you would register after all continuing and new students thereby possibly losing your opportunity for the courses you need to meet your educational goal.

LOSS OF CALIFORNIA COLLEGE PROMISE GRANT FEE WAIVER (CCPGFW):

Please be aware a student that continues on a second consecutive term (fall/spring semesters) on academic or progress probation will result in the loss of the CCPG Fee Waiver until you are no longer on probation.

1. Complete the student information part of this appeal form and a typed narrative of your situation to the counseling department to schedule an appointment **only** if you need a Comprehensive Educational Plan or need Counselor Verification regarding special consideration that you are requesting. (If you are Foster Youth you are exempted from this process. Please contact the Admissions Office.) When making an appointment with a counselor, let the scheduler know you are requesting an appeal and will need a comprehensive education plan or will be updating your current education plan.
2. Bring this form with you to your appointment with your typed narrative and supporting documentation. If you are a CalWorks, EOPS, DSPS, or Veteran student you **must** meet with the appropriate program Counselor. Your counselor will complete as appropriate the Program Verification Form to be submitted with your appeal.
3. If you are requesting an appeal for Academic/Progress probation due to Extenuating Circumstances such as verified cases of accidents, illnesses, or other circumstances beyond your control, or documented changes in your economic situation have your supporting documentation ready. (Supporting documentation are doctor's notes, accident report, loss of job, etc.)
4. Submit the completed Appeal form to Admissions & Records with all of the supporting documentation that is indicated on the form based on your appeal reason (Appeal Form, typed narrative, comprehensive education plan, and supporting documentation). Any missing information will result in your Enrollment Priority/CCPG Fee Waiver Appeal form being rejected by the Appeals Committee.

All Appeal forms and documentation must be received by Admissions & Records Department by the established College deadline date noted above (for Enrollment Priority Appeals only). **Planning ahead is very important!**