

CUYAMACA COLLEGE - PETITION FOR READMISSION

In order to be considered for readmission into the district, you are **required to attend a readmission workshop**.

Please see the counseling office (A-200) for information regarding upcoming workshops.

Please refer to the following website regarding probation/dismissal policies.

<http://www.cuyamaca.edu/services/counseling/probation/default.aspx>

Instructions:

- 1.) Thoroughly complete all sections listed below. Use additional sheets of paper if necessary.
- 2.) Meet with a counselor during a readmission workshop to complete counselor's comments and signature below.
- 3.) Attach supporting documentation, if applicable.

Name _____ Student I.D. _____
Address _____ Phone _____
City State Zip Code Birth Date _____
AA/AS/Major _____ Transfer Major/School _____

Semester Applying for Readmission: _____ of Year _____ Email: _____

Contributing Factors: Please explain why your academic performance continued to decline after you were placed on probation. Please write legibly. Use additional sheets of paper if necessary.

Actions to be taken: If approved for readmission to Cuyamaca College, what actions do you plan to take which will help you achieve academic success? Please write legibly. Use additional sheets of paper if necessary.

Student's Signature _____ Date _____

Counselor Comments: (This is required)

Counselor Signature _____ Date _____

Printed Counselor's Name _____

PETITIONS REVIEW COMMITTEE AND OFFICE USE ONLY

Number of Dismissals: _____
Semester Approved: _____ Disapproved: _____ Tabled: _____ No Action: _____
Authorized Signature: _____ Date: _____
Comments: _____
Vet: _____ Date Received: _____ Received by: _____ Processed: _____

CUYAMACA COLLEGE PETITIONS REVIEW COMMITTEE

The Petitions Review Committee is composed of representatives from the following areas: Instructional Faculty, Counseling Faculty (Co-Chair), Admissions and Records, Financial Aid, and Manager of Admissions and Records (Co-Chair). The purpose of the Committee is to review requests from students for interpretation of rules, regulations, and policies.

The Committee cannot overturn, ignore, or change existing laws and regulations. The Committee also cannot rule on instructional matters that involve disputes between students and faculty. These issues should be directed to the appropriate department chair.

Comments from the Committee:

1. Must sit out one semester. (Does not apply to summer or spring intersession). You may register for classes for the next academic semester. If you sit out 2 semesters or more, you must reapply to attend Cuyamaca College.
2. Petition not needed.
3. Situation does not qualify under "extenuating circumstances" (*as defined under Ca. Ed. Code 55024 as: Extenuating circumstances are verified cases of accidents, illnesses, or other circumstances beyond the control of the student*).
4. Tabled for additional information/documentation.
5. Lack of evidence of academic progress/improvement.
6. Contact the counseling office to see a counselor to review academic policies/educational planning.
7. Contact the counseling office to register for a readmission workshop.
<http://www.cuyamaca.edu/services/counseling/probation/readmission-workshops-.aspx>

PROBATION AND DISMISSAL INFORMATION

Grades earned at other schools prior to admission to GCCCD shall not be considered in determining probationary status.

PROBATION:

- 1) **Academic Probation** – Any student who has attempted a minimum of 12 semester units at Grossmont-Cuyamaca Community College District (GCCCD) and whose cumulative grade point average falls below a 2.0 in courses receiving letter grades shall be placed on academic probation.
- 2) **Lack-of-Progress Probation** – Any student who has enrolled in a total of at least 12 semester units at GCCCD shall be placed on lack-of-progress probation when the student's cumulative units indicate 50 percent or more units of "W," "I" or "NP."
- 3) **Removal from Probation**
 - a. Any student placed on academic probation shall be removed from probation when the cumulative GPA at GCCCD has improved to 2.0.
 - b. Any student placed on lack-of-progress probation shall be removed from probation when the cumulative units of "W," "I" or "NP" recorded at GCCCD are less than 50 percent of the total units attempted.

DISMISSAL:

Any student dismissed from a college within the Grossmont-Cuyamaca Community College District may not attend any college within the District during the next consecutive semester. The student may, however, attend the summer session or spring intersession. Student may attend after sitting out one semester (not including summer). If the student sits out two consecutive semesters (not including summer), the student will need to re-apply.

- 1) **Academic Dismissal** – Any student on academic probation whose semester GPA falls below 2.0 shall be academically dismissed. Any student on academic probation whose semester GPA equals or exceeds 2.0 but whose cumulative grade point average for all units attempted remains below 2.0 shall be continued on probation.
- 2) **Lack-of-Progress Dismissal** – Any student who is on lack-of-progress probation and whose semester work indicates 50 percent or more units of "W," "I," or "NP" will be dismissed. Any student on lack-of-progress probation whose semester work indicates fewer than 50 percent units of "W," "I," or "NP" but whose cumulative records show 50 percent or more units of "W," "I," or "NP" will be continued on lack-of-progress probation.

If at the end of the third consecutive semester in which the student earned a cumulative GPA of less than 2.0 or whose cumulative records show the percentage of units is "W," "I" or "NP" is greater than 50 percent, the student will be dismissed. A notice that the student is dismissed will be sent to the student.