



**Reinstatement of Enrollment Priority and/or California Promise Grant (formerly BOG Fee Waiver)**  
 This form is to petition your loss of enrollment priority and/or loss of the California Promise Grant (formerly BOG Fee Waiver)

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_ Student ID#: \_\_\_\_\_

E-Mail: \_\_\_\_\_ Phone: ( ) \_\_\_\_\_ - \_\_\_\_\_ DOB: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

**\*\*Please read each statement below and initial next to each statement\*\***

- \_\_\_ This petition is only accepted for continuing students who have LOST their priority enrollment/California Promise Grant.
- \_\_\_ Those petitioning for enrollment priority can only receive two approvals while attending Cuyamaca College.
- \_\_\_ A typed narrative of your situation, what you are requesting, and any supporting documentation is required.

**Enrollment Priority Appeal Reasons (check one)**

- Academic/Progress Probation Extenuating Circumstances: verified illness, accident, or circumstance beyond the control of the student. **Documentation is required.** Examples: doctor's notes, accident report, legal documents, etc.
- I have been making significant academic improvement by completing my last semester with a 2.00+ GPA and completed more than 50% of my semester coursework.
- I am a student with a verified disability who applied for but did not receive my requested accommodation in a timely manner.
- High Unit Major Exception. **You must attach a comprehensive student education plan.**
- Last term at GCCCD with 12 units or less remaining in order to graduate or transfer. **You must attach a comprehensive ed. plan.**

**Loss of the California Promise Grant (formerly BOG Fee Waiver) Appeal Reasons: (check one)**

- Academic/Progress Probation Extenuating Circumstances: verified illness, accident, circumstances beyond the control of the student, or other circumstances that might include documented changes in the student's economic situation. **Documentation is required.** (Examples of documentation are doctor's notes, accident report, loss of job, etc.)
- I have been making significant academic improvement by completing my last semester with a 2.00+ GPA and have completed more than 50% of my semester coursework.
- I am a student with a verified disability who applied before the deadline, but did not receive my requested accommodation.
- 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 the programs below. (check all that apply)  
**You must also submit the program verification form and a personal narrative with this petition.**  
 \_\_\_ CalWORKs \_\_\_ DSPS \_\_\_ EOPS \_\_\_ Veterans
- I have not enrolled at GCCCD for two consecutive semesters (fall/spring) since I became ineligible for my BOG Fee Waiver.

**I declare under penalty of perjury that all information on this form is true and correct.**

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**PETITIONS COMMITTEE AND OFFICE USE ONLY**

Semester CA Promise Grant lost: \_\_\_\_\_  
 Semester Approved: \_\_\_\_\_ Disapproved: \_\_\_\_\_ Tabled: \_\_\_\_\_ No Action: \_\_\_\_\_  
 Authorized Signature \_\_\_\_\_ Date: \_\_\_\_\_  
 Comments: \_\_\_\_\_  
 Vet: \_\_\_\_\_ Date Received: \_\_\_\_\_ Received by: \_\_\_\_\_ Processed: \_\_\_\_\_

## 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, and Manager of Admissions and Records (Co-Chair). The purpose of the Petitions Review 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. Petition not needed. You still have your enrollment priority status.
2. 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.*)
3. Tabled for additional information/documentation.
4. Lack of evidence of academic progress/improvement.
5. Contact the counseling office to see a counselor to review academic policies/educational planning.

### 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 complete your educational goal.

### LOSS OF CALIFORNIA PROMISE GRANT (FORMERLY BOARD OF GOVERNORS FEE WAIVER BOGFW):

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 California Promise Grant (formerly BOGFW).

1. Complete the student information part of this appeal form and attach a typed narrative of your situation. (If you are Foster Youth, you are exempted from this process. Please contact the Admissions Office.)
2. Bring this form with you to the Admissions and Records Office with your typed narrative and supporting documentation. If you are a CalWORKs, EOPS, DSPS, Foster Youth, or Veteran student you **must** meet with the appropriate program Counselor or Program Coordinator/Director and provide written verification of enrollment in that program utilizing the Program Verification Document for Loss of the California Promise Grant (formerly BOGFW) & Priority.
3. If you are requesting an appeal for Academic/Progress probation due to extenuating circumstances such as verified illness, accident, circumstances beyond your control, or documented changes in your economic situation, attach your supporting documentation. (Supporting documentation are doctor’s notes, accident report, loss of job, etc.)
4. Submit the completed petition form to Admissions & Records with all of the supporting documentation that is indicated on the form based on your petition reason (petition form, typed narrative, comprehensive education plan, and supporting documentation). Any missing information will result in your Enrollment Priority/California Promise Grant (formerly BOGFW) Appeal form being rejected by the Petitions Review Committee.

All appeal forms and documentation must be received by Admissions & Records by the established college deadline. Planning ahead is very important!