



LOSS OF ENROLLMENT (REGISTRATION) PRIORITY AND/OR CALIFORNIA COLLEGE PROMISE GRANT (FORMERLY BOG FEE WAIVER) APPEAL

A SEPARATE FORM IS REQUIRED FOR EACH TERM

Last Name: _____ First Name: _____ Phone: _____
Delta ID#: _____ Delta Email: _____@students.deltacollege.edu
Term/Year (Required): Fall _____ Summer _____ Spring _____

Are you a part of one of these programs/groups?

- You can receive special consideration if you are a part of any one of the programs/groups below. To be considered, you must provide documentation which may include items such as medical documents, Notice of Action or proof of benefits such as TANF, cash aid, Veterans benefits, Welfare to Work Plan, statements from counselors or professionals on letterhead stationary, etc. (Written verification from each program must be attached to your Appeal form):
- _____ CalWORKs _____ EOPS _____ DSPS _____ Veterans

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

- ♦ A typed narrative explaining your situation. **Please see the back of this form for instructions on what to include.**
- ♦ Approved Delta College Comprehensive Educational Plan (CSEP), if eligible, or a two semester plan.

Enrollment (Registration) Priority Appeal Reasons: (check one)

- Extenuating Circumstances: verified illness, accident, circumstance beyond the control of the student or economic situation (as noted below). Examples of documentation such as doctor’s notes, accident reports, eviction notice, etc. must be provided.
- 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. (No narrative needed).
- I am a DSPS student who requires priority registration as a reasonable academic accommodation. I have attached a DSPS Priority Registration Verification form.

Loss of CCPG Fee Waiver Appeal Reasons: (check one)

- Extenuating Circumstances: verified illness, accident or circumstance beyond my control. (Examples of documentation such as doctor’s notes, accident reports, etc. must be provided)
- Economic Situation: eviction, job loss and homelessness. To be considered, provide documentation such as an eviction notice, layoff or termination notice, unemployment statements and statements from professionals on letterhead stationary.
- I am a DSPS student who believes I have extenuating circumstances related to my approved accommodations. (Students must meet with their DSPS counselor before submitting this form).

Student Signature: _____ Date: _____

(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.)

Counselor’s Signature: _____ Date: _____

..... Admissions & Records Use Only

Granted Denied Other: _____

Director of Admissions & Record’s Signature: _____ Date: _____

LOSS OF ENROLLMENT (REGISTRATION) PRIORITY AND/OR California College Promise Grant (Formerly BOG Fee Waiver) Appeal

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 the 100-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 (Formerly BOG Fee Waiver):

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 College Promise Grant.

Note: Foster youth and former foster youth (through age 25) are exempt from loss of both priority registration and California College Promise Grant. Supporting documentation must be submitted to the Admissions and Records Office to be included in this exemption.

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. When making an appointment with a counselor, please indicate that you will need a one-hour appointment and comprehensive education plan, or other student education plan.
2. Bring this form, your typed narrative, and supporting documentation with you to your appointment. **Your narrative should include a description of your circumstance/challenge semester-by-semester, your plans for overcoming the circumstance/challenge in order to be academically successful, and how your situation has changed.** If you are a EOPS, DSPS, or Veteran student, you **must** meet with the appropriate program Counselor. If you are in CalWORKs, please meet with a General Counselor and the CalWORKs Resource Specialist.
3. If you are requesting an appeal for Academic/Progress probation due to Extenuating Circumstances such as verified illness, accident or circumstances beyond your control, or documented changes in your economic situation, have your supporting documentation ready. (Examples of documentation are doctor's notes, accident reports, 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, education plan, and supporting documentation). Any missing information will prevent your Registration Priority/California College Promise Grant Appeal form from being considered for review. You may download the appeals form from our website at. From the home page, click on the Student Services link, then Admissions & Records and select "Get forms."
5. Please allow **4-5 business days** for your appeal to be processed and be sure to check your Delta College email account for the official notification regarding the outcome of your request.