

Progress Dismissal Appeal

Student ID 98- _____ - _____ Email: _____@students.deltacollege.edu

First Name _____ Last Name _____

Reference: Title 5, Section 55033 and 55034

You have the right to appeal your dismissal if you believe facts exist that warrants an exception to the dismissal action. It is your responsibility to indicate on the petition a clear statement of the grounds for which continued enrollment should be granted and to provide strong evidence supporting the reasons. You will remain on dismissal status during the appeal process. The Director of Admissions and Records will make the final decision regarding your appeal, which will be communicated to you within 15 business days of receipt of your petition.

If you fail to file an appeal by **August 17, 2018**, you waive all future rights to appeal the dismissal action.

Dismissal appeals may be granted under the following circumstances:

1. If the dismissal is based on your academic record for one or more semesters, in which your academic record does not reflect your usual level of performance due to accident, illness, or other circumstances beyond your control. (Submission of documentation is required at time of filing petition.)

OR

2. If you have at least one semester (with one term of 50% or more classes successfully completed) in three consecutive semesters (excluding summer intersession) considered for dismissal, and you provide a corrective plan of study as determined by a College Counselor with a prescribed enrollment limitation during the semester and you seek support services as recommended.

On a separate sheet of paper, please write a clear statement of the grounds on which your continued enrollment should be granted. Attach your written statement and evidence supporting your appeal.

By signing below, I understand the conditions by which my appeal is being granted and I will adhere to all conditions set forth by my counselor.

X _____

Student Signature

Date

*****Counselor Acknowledgement and Signature Required*****

Your Appeal of Academic Dismissal is recommended with the following conditions:

- You must meet regularly with a counselor to discuss personal issues that may arise so that a Student Education Plan can be developed to maintain balance in your school, personal, and/or work needs.
- You must follow the Student Education Plan concerning course enrollment AND recommendations for support services
- You are to utilize support services provided by the Math & Science Learning Center, Reading & Writing Learning Center. Recommended: a minimum of 3 hours per week. Contact the Tutorial Center at 954-5542 to set up a schedule.
- Establish as your *primary goal* to remove yourself from probation.
- Earn grades of A, B, C, or P and complete at least 50% of all courses in which you enroll.

You are limited to a total of _____ units of enrollment.

- Failure to limit your enrollment to the specified number of units will result in your dismissal for the Spring 2019 term.
- Failure to successfully complete at least 50% of the classes you enroll in for the Fall 2018 term will result in your dismissal for the Spring 2019 term.

I have provided the student with a corrective plan of study.

I have discussed all of the above conditions that must be met with the above -named student. Student enrollment is limited to _____ units needed for the declared plan of study per the attached Student Education Plan (SEP).

Other _____

Counselor Recommendation: _____

X _____
Counselor Signature *Date*

*******Director of Admissions and Records Only*******

Granted

Pending

_____ Need Appointment with Director of Admissions & Records

_____ Need More Documentation: _____

Denied

X _____
Director of Admissions and Records Signature *Date*