

Office of Admissions and Records  
scadmissions@saddleback.edu

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This appeal applies for the following semester:  Summer 20\_\_\_\_  Fall 20\_\_\_\_  Spring 20\_\_\_\_

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

Email: \_\_\_\_\_ @ \_\_\_\_\_ Phone ( \_\_\_\_\_ ) \_\_\_\_\_

**Information:** Registration priority is lost when a student has earned 100 or more associate degree applicable units at Saddleback College and Irvine Valley College combined or has been on probation for two or more semesters. The California Promise Grant (CCPG), formerly known as the BOG Fee Waiver, is lost when a student has been on probation for two or more semesters. Students may appeal to have either their Registration Priority or CCPG reinstated based on documented evidence of factors beyond their control.

**Minimum documentation required for appealing:** A typed statement from the student, supporting documentation, and a copy of the most recent Counselor approved MAP.

**Students may file an appeal only in the following circumstances.** Check the circumstance that applies to you. *Note: Foster Youth and Former Foster Youth (up to age 24) are exempt from loss of both priority registration and CCPG.*

**Reasons applicable to Loss of Priority Registration AND/OR California College Promise Grant (CCPG):**

- I applied for Disabled Students Programs and Services(DSPS) and did not receive accommodations in a timely manner (Attach copy of Accommodation Form).
- I have made significant academic improvement and meet the minimum grade point average and/or progress standards in order to be removed from academic or progress probation.
- I have experienced extenuating circumstances (verified cases of accident, illnesses or other circumstances beyond my control; and/or my economic circumstances may be considered for CCPG reinstatement)

**Reasons applicable to Loss of Priority Registration ONLY due to 100 unit limit:**

- I have earned over 100 units, and (a) I am enrolled in a high unit major/program and/or (b) this is my final semester before graduating from Saddleback College. Attach a copy of your MAP verifying the situation.

**Reasons applicable to Loss of California College Promise Grant (CCPG) ONLY**

- I am requesting to be granted special consideration as I am a student in one or more of the following programs. Please attach statement from Program Coordinator  
 \_\_\_\_\_ CalWorks \_\_\_\_\_ DSPS \_\_\_\_\_ EOPS \_\_\_\_\_ Veteran
- I have not enrolled at Saddleback College or Irvine Valley College for two consecutive semesters since I became ineligible for my CCPG.
- I was unable to obtain essential support services. Attach a written statement of support from the appropriate support service from which you were unable to obtain services.

I understand that by submitting this form I am NOT guaranteed an earlier registration date or reinstatement of CCPG. I understand that all appeal decisions are final.

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

|                            |                                     |          |                   |                           |          |        |
|----------------------------|-------------------------------------|----------|-------------------|---------------------------|----------|--------|
| <b>FOR OFFICE USE ONLY</b> | Registration Priority:              | Approved | Denied            | CA College Promise Grant: | Approved | Denied |
|                            | Current Registration Date & Time:   | _____    |                   | Semester:                 | _____    |        |
|                            | New Registration Date & Time:       | _____    |                   |                           |          |        |
|                            | Enrollment Services Dean/ Designee: | _____    |                   |                           | Date:    | _____  |
|                            | Comments:                           | _____    |                   |                           |          |        |
|                            | FA Notified:                        | _____    | Student Notified: | _____                     | By:      | _____  |