

# Saddleback College

## Appeal for Loss of Registration Priority and/or Loss of BOG Fee Waiver

Office of Admissions and Records  
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This appeal applies for the following semester:  Fall 20\_\_\_\_  Spring 20\_\_\_\_  Summer 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 Board of Governor's Fee Waiver (BOGFW) is lost when the student has been on probation for two or more semesters. Students may appeal to have either their Registration Priority or BOGFW reinstated based on documented evidence of factors beyond their control.

**A typed narrative of your situation with supporting document AND a MAP (My Academic Plan) approved by a counselor must be included with this appeal form.**

**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 BOG fee waiver per regulation.*

### Eligibility Requirements for Registration Priority and/or BOGFW:

- I am a student with a disability who applied for reasonable accommodations, but did not receive services 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 BOGFW reinstatement)

### Eligibility Requirements for Registration Priority only:

- 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.

### Eligibility Requirements for BOG Fee Waiver only:

- I am requesting to be granted special consideration as I am a student in one or more of the following programs. Attach Support 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 BOGFW.
- 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 BOGFW. I understand that all appeal decisions are final.

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

#### FOR OFFICE USE ONLY

Comments: \_\_\_\_\_

\_\_\_\_\_  
Date: \_\_\_\_\_  Approved  Denied  
Dean of Enrollment Services

Reg Time Updated to: \_\_\_\_\_ FA Notified: \_\_\_\_\_ Student Notified: \_\_\_\_\_ By: \_\_\_\_\_