



EAST LOS ANGELES COLLEGE

Admissions and Records Office

Dismissal Petition Academic/Progress - Reinstatement

Name: _____		Student ID #: _____
Last	First	
Address: _____		Date of Birth: _____
Number	Street	
_____		E-Mail: _____
City	State	Contact Number: _____
	Zip	

Semester of Dismissal: Fall Spring Year: _____

Academic Dismissal Progress Dismissal
 Academic & Progress Dismissal

Check One:

One Year Dismissal – I was dismissed and request to continue enrollment at ELAC.

Reinstate – I have not enrolled at ELAC in the past two major semesters (Fall/Spring) and request permission to re-enroll.

Required Steps and Documentation (Incomplete petitions will not be accepted):

Step 1 - Use the reverse side of this form to:

- A. State the reason(s) for substandard grades and/or frequent withdrawals.
- B. Explain what measures you will take to improve your academic performance.

Step 2 - Attach documents to verify and support your reasons for poor academic performance.
2A - REINSTATEMENT ONLY - Schedule a counseling appointment in E1-127 to obtain a Student Educational Plan (SEP).

Step 3 - Submit all documents to the Office of Admissions.

Admissions Date Stamp
& Staff Initials

Your petition will be reviewed and you will be notified by the Admissions Office of the decision within 15 calendar days after the committee decision.

Student Signature

Date

Office Use Only

Approved Denied

Committee Members:

<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____
<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____	<input type="checkbox"/> Yes	<input type="checkbox"/> No	_____

VP Appeal: Approved Denied

Signature: _____ Date: _____

REINSTATEMENT – DISMISSAL WAIVER STATEMENT

Please state the reason(s) and attach proof for substandard grades (D, F, NCR) and/or frequent withdrawals or incompletes (W, INC):

First Semester on Probation: Semester _____ Year _____

Second Semester on Probation: Semester _____ Year _____

Third Semester on Probation: Semester _____ Year _____

Please explain what measures you have taken or will take to improve your academic performance:
