



Los Angeles Valley College

5800 Fulton Avenue

Valley Glen, California 91401-4096

Date Received:

Clerk Initials:

ENROLLMENT PRIORITY AND/OR CALIFORNIA COLLEGE PROMISE GRANT APPEAL (Formerly BOGW)

Last Name

First Name

Student Identification Number

Telephone Number

@student.laccd.edu

LACCD Email Address

Degree Objective: ☐ AA/AS ☐ BA/BS ☐ Certificate

Expected Grad/Transfer

Date: _____ / _____
Semester Year

Major: _____

1. The following documents must be attached to this appeal:

An approved Los Angeles Valley College Comprehensive Student Educational Plan (SEP).

A typed statement explaining the reasons for your academic performance.

2. I am appealing my loss of (check all that apply):

☐ Enrollment Priority for: ☐ Winter ☐ Spring ☐ Summer ☐ Fall _____
Year

☐ California College Promise Grant for: ☐ Winter ☐ Spring ☐ Summer ☐ Fall _____
Year

3. Please check the reasons for your appeal (check all that apply):

- ☐ Extenuating Circumstances: verified illness, accident or circumstance beyond the control of the student (examples of documentation are doctor's notes, accident reportw, etc.).
- ☐ I have been making significant academic improvement by completing my last semester with a 2.00 GPA and/or have completed more than 50% of my semester coursework (if the courses showing academic improvement were taken outside of the LACCD, please attach an unofficial transcript)
- ☐ I am a student with a verified disability and I require enrollment priority as a disability related accommodation.
- ☐ I am a student with a verified disability who did not receive an accommodation in a timely manner (see attached verification of disability document from SSD).
- ☐ I am requesting special consideration due to factors related to my participation in one of these programs:
 - ☐ CalWORKS ☐ EOPS ☐ Veterans
- ☐ I have completed 100 or more units.
- ☐ I was unable to obtain essential support services (please provide a written statement).

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☐ Approved _____

☐ Denied _____

Comments

Reasons for Denial:

Priority: ☐ Winter ☐ SP ☐ Sum ☐ Fall

☐ No serious compelling reason

CCPG: ☐ Winter ☐ SP ☐ Sum ☐ Fall

☐ No documentation for claim

☐ Not enrolled at LAVC

☐ Missed Deadline

Enrollment Priority and/or California College Promise Grant Appeal Instructions

A student who remains on academic/progress probation for two-consecutive terms and those who have completed 100 or more degree-applicable units in the Los Angeles Community College District (LACCD) will be ineligible to receive Enrollment Priority and/or California College Promise Grant. As a result students may lose the opportunity to enroll in the courses they need to meet their educational goals. In order to appeal the loss of enrollment priority and/or California College Promise Grant, the student must complete the following:

1. Fill out the **Enrollment Priority and/or California College Promise Grant Appeal**.
2. Attach a type-written statement explaining the reasons for your academic/progress performance.
3. Collect documents supporting the reasons for your academic/progress performance.
If you are requesting an appeal due to extenuating circumstances including: accidents, illness or other circumstances beyond your control, supporting documents may include: a letter from your doctor, Police Accident Reports, Notifications of job loss from your employer, etc.)
4. Schedule an appointment to meet with a counselor to create a Comprehensive Student Educational Plan (SEP). When making an appointment, let the scheduler know you are requesting an Enrollment Priority and/or California College Promise Grant Appeal. Bring this form, your typed statement and supporting documentation with you to your appointment.
If you are a CalWorks, EOPS, SSD or TRIO student, you will get your SEP from the counselor in those programs. Foster Youth are exempt from this process.
5. Submit your appeal to the Office of Admissions and Records once you have:
 - a. completed this petition, written your statement and collected the required documentation.
 - b. met with your counselor.

Any missing information will result in your Enrollment Priority/California College Promise Grant Appeal being denied by the Petitions Committee.

**All Appeals, student statements, and documentation must be submitted to
Admissions & Records by the established deadline.
Planning ahead is very important!**