



**LOSS OF PRIORITY REGISTRATION AND CALIFORNIA COLLEGE PROMISE GRANT APPEAL FORM**

Please print clearly and legibly - Return completed appeal and proper documentation to college Admissions & Records Office. If appeal is related to loss of Promise Grant only, it may be routed to the college Financial Aid Office for processing.

NAME \_\_\_\_\_ STUDENT ID # \_\_\_\_\_

CONTACT PHONE # \_\_\_\_\_ TERM \_\_\_\_\_

LOS RIOS GMAIL \_\_\_\_\_@apps.losrios.edu COLLEGE \_\_\_\_\_

I am requesting a one-time reinstatement of my priority registration and/or California College Promise Grant (formerly BOG or Board of Governors Fee Waiver) for the following reason(s):

**Check all that apply.**

<input type="checkbox"/> <i>Extenuating Circumstances - verified cases of accidents, illnesses or other circumstances beyond the control of the student. (Registration and Promise Grant) Attach documentation to verify your extenuating circumstances.</i>	<input type="checkbox"/> <i>Change in your economic situation (Promise Grant Only) Attach a written statement that describes your situation</i>
<input type="checkbox"/> <i>Enrollment in courses required for a high unit major or program (Registration and Promise Grant)</i> High unit majors generally include preparation for transfer programs in Allied Health, Architecture, CIS, Engineering, Math and Sciences, Medicine, or other areas. You must have a Comprehensive Education Plan detailing one of the listed high unit programs. <b>Attach a copy of your current student education plan.</b>	<input type="checkbox"/> <i>I receive services through CalWorks, EOPS, DSPS or Veterans. (Promise Grant Only)</i> Students who lose their Promise Grant eligibility due to academic or progress probation may receive special consideration for reinstatement based on the factors related to their participation in CalWorks, EOPS, DSPS or being a Veteran. <b>Please attach any explanation of factors that may have caused you to be placed on academic or progress probation</b>
<input type="checkbox"/> <i>Academic and/or progress improvement (Registration and Promise Grant)</i> Students who lose their priority enrollment due to academic or progress probation must demonstrate significant academic improvement to appeal the loss of priority registration status. Evidence of such improvement is defined as achieving no less than the minimum GPA (2.0) and progress standard (less than 50%) for the term or terms. <b>Attach copy of Los Rios transcript.</b>	<input type="checkbox"/> <i>Unable to obtain essential support services (Promise Grant Only)</i> <b>Attach evidence that you were not able to obtain support services.</b>
<input type="checkbox"/> <i>I have a disability and applied for but did not receive a timely, reasonable accommodation. (Registration and Promise Grant)</i> <b>Attach a written statement that describes your situation and documentation from DSPS verifying the situation.</b>	<input type="checkbox"/> <i>I lost eligibility for priority registration because I did not complete the steps to success, but I have now completed them. (Registration Only)</i> The Los Rios Community College District requires Continuing Students to have completed Orientation, Assessment, and an Educational Plan to be eligible for priority registration. <b>Attach evidence that you have completed these steps.</b>

Student's Signature: \_\_\_\_\_

Date: \_\_\_\_\_

<b>► OFFICE USE:</b>	
<input type="checkbox"/> Approved <input type="checkbox"/> Denied	Administrator Signature: _____ Date: _____