

LOSS OF PRIORITY REGISTRATION AND/OR PROMISE GRANT FEE WAIVER APPEAL PETITION



Directions: Complete the following form and submit to the Dean of Student Services in the Counseling Office (Bldg. 1600, Room 1616 or via email at LPC-Counseling@laspositascollege.edu).

Your appeal should include supporting documentation where required and/or a written statement explaining your situation. You will be notified of the outcome via your college Zonemail email account approximately 10 business days from the receipt of your request.

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Last Name	First Name	Student ID (W) Number
		() -
Zonemail Email Address		Phone Number

Priority Registration Appeal	Promise Grant Fee Waiver Appeal
<p>I am appealing the loss of my priority registration status for the following reason:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Extenuating Circumstance. Approval is based on evidence of extenuating circumstances. Qualifying extenuating circumstances are verified cases of accidents, illnesses, or other circumstances beyond the control of the student. <i>Attach documentation to verify.</i> <input type="checkbox"/> Disability. I provided all the necessary documentation to Disabled Students Programs and Services (DSPS) to verify my disability and educational/functional limitations, but did not receive timely, reasonable accommodation. <i>Attach documentation from DSPS to verify.</i> <input type="checkbox"/> I have demonstrated significant academic and/or progress improvement. Significant improvement is defined as achieving at least a 2.0 GPA and over 50% completion rate in the last term. <input type="checkbox"/> 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 Las Positas College. <i>Attach a copy of your current student education plan to verify.</i> 	<p>I am appealing the loss of my Promise Grant Fee Waiver for the following reason:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Extenuating Circumstance. Approval is based on evidence of extenuating circumstances. Qualifying extenuating circumstances are verified cases of accidents, illnesses, or other circumstances that might include documented changes in your economic situation or evidence that you were unable to obtain essential student support services. Extenuating circumstances also includes special consideration of the specific factors associated with Veterans, CalWORKs, EOPS, and DSPS student status. <i>Attach documentation to verify.</i> <input type="checkbox"/> I have demonstrated significant academic and/or progress improvement. Significant improvement is defined as achieving at least a 2.0 GPA and over 50% completion rate in the last term. <input type="checkbox"/> Disability. I provided all the necessary documentation to Disabled Students Programs and Services (DSPS) to verify my disability and educational/functional limitations, but did not receive timely, reasonable accommodation. <i>Attach documentation from DSPS to verify.</i>

I understand that this petition is subject to approval and, if approved, my priority registration status and/or Promise Grant Fee Waiver eligibility will be restored for one semester only.

Student Signature	Date
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Office Use Only:		Student Notified on:	
<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED		<input type="checkbox"/> Reg. Date Changed <input type="checkbox"/> Attribute Applied	
Dean of Student Services Signature	DATE	Dean of Enrollment Services OR Financial Aid Director Signature	DATE