

**Instructions**

- 1) Student must appeal to the campus in which they are enrolled, or will enroll, for the majority of their units. If approved, student can only enroll in courses at the campus that approved the appeal.
- 2) Student may only submit an appeal for the most recent semester the student was dismissal for.
- 3) Complete the Student Information section.
- 4) Check the Extenuating Circumstance and submit supporting documentation with appeal.
- 5) Student must attach a recent Student Educational Plan (SEP) with appeal.

Student must write a clear and concise Student Statement (on reverse), on why you should be granted continued enrollment.

**Student Information:**

Student Name:

Student ID #:

Address:

Telephone Number:

Cell phone Number:

E-mail:

Number of Dismissals:

Terms Dismissed:

**Required Documentation - Extenuating Circumstances**

Student must provide reliable third party documentation verifying any and all extenuating circumstances. Documentation MUST be submitted with your appeal. (Select one):

- Medical Reason Death in the immediate family
- Jury Duty
- Military Active Duty
- Circumstances outside student's control

I wish to appeal my current academic/progress dismissal based on documented extenuating circumstances beyond my control.

**Student Signature:****Date:****This Section to Be Completed by CCC Counselor**

Counselor Recommendation to Academic Standards:

Counselor Signature:

Action Date:

Academic Standards Appeal Decision:

Approved

Denied

Signature:

Date:

Date Appeal Received:

Clovis Term/Units: (UG):

