

## **LOSS OF PRIORITY REGISTRATION and/or BOG FEE WAIVER APPEAL PETITION**

Per Title 5, sections 58108 and 58621, students who are placed on academic or progress probation for two consecutive primary semesters may appeal their loss of priority registration status and/or BOG Fee Waiver. Appeals are based on extenuating circumstances. Additionally, where a student with a disability applied for, but did not receive timely, reasonable accommodation an appeal may be filled. Students may also appeal their loss of priority registration status due to earning 100 or more degree-applicable semester units in Chabot-Las Positas Community College District (CLPCCD). A student who successfully appeals their loss of priority registration status shall also have their BOG Fee Waiver eligibility restored add for one term.



**To appeal your loss of priority registration status and/or your loss of BOG Fee Waiver, return this completed petition with supporting documentation to the Counseling Department (1st Floor, Building 1600) or to your Special Program Counselor. You will be notified of the outcome via your Zonemail email account approximately 15 business days following receipt of your request.**

\_\_\_\_\_  
Last Name                      First Name

\_\_\_\_\_  
Student ID Number

\_\_\_\_\_  
Zonemail Email Address

\_\_\_\_\_  
Phone Number

**Circle each student characteristic that applies to you:**  
Athletics, CalWORKS, DSPS, EOPS, Foster Youth, Veteran

I am appealing the loss of my **priority registration status** for the following reason:

- 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. *Attach documentation verifying the situation.*
- 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.** *Attach documentation from DSPS verifying the situation.*
- 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 CLPCCD.** *Attach a copy of your current student education plan verifying the situation.*

I am appealing the loss of my **BOG Fee Waiver** for the following reason:

**(SUBMIT PETITION TO FINANCIAL AID OFFICE)**

- 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. *Attach documentation verifying the situation.*
- 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.** *Attach documentation from DSPS verifying the situation.*

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

\_\_\_\_\_  
Student Signature

\_\_\_\_\_  
Date

**OFFICE USE ONLY:**

Approved       Denied

Registration Date Changed (if approved)       Student Notified  
 Attribute Applied (if approved)

\_\_\_\_\_  
Dean of Student Services Signature

\_\_\_\_\_  
Dean of Enrollment Services or Financial Aid Officer Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date