



Loss of Enrollment Priority and/or BOG Fee Waiver Appeal

Read the instructions carefully before completing this form.
Submit with all required documents to the Office of Admissions & Records.

Last Name _____ First Name _____ Student ID # _____

Solano CC Email Address: _____ Phone: (____) ____ - _____

IMPORTANT: You must attach a typed narrative of the reasons for this appeal, required documentation, and a copy of your approved SCC Comprehensive Education Plan signed by a Counselor.

Enrollment Priority Appeal (check one if applicable)

- Academic or Progress Probation due to extenuating circumstances (e.g., verified illness, or other circumstance beyond your control). Attach verifying documentation (doctor’s statement, police accident report, etc.)
- I have been making significant academic improvement by completing my last semester with a GPA of 2.00 or higher and completing more than 50% of my attempted semester coursework.
- I have a verified disability and applied for an accommodation that I did not receive in a timely manner. Attach verifying documentation from DSP&S.
- I have exceeded the limit of 90 earned degree-applicable units for extraordinary reasons as detailed in the attached narrative.

Loss of BOG Fee Waiver Appeal (check one if applicable)

- Academic or Progress Probation due to extenuating circumstances (e.g., verified illness, or other circumstance beyond your control). Attach verifying documentation (doctor’s statement, police accident report, etc.)
- I have been making significant academic improvement by completing my last semester with a GPA of 2.00 or higher and completing more than 50% of my attempted semester coursework.
- I have a verified disability and applied for an accommodation that I did not receive in a timely manner. Attach verifying documentation from DSP&S.
- I was unable to obtain essential support services. Attach a detailed written statement/explanation.
- I request special consideration as I am a student on one or more of these programs: (check all that apply and attach written verification from each program) ___ CalWORKs ___ EOPS ___ DSP&S ___ Veterans
- I have not enrolled at Solano Community College for two consecutive semesters (fall/spring) since I became ineligible for the BOG Fee Waiver. Attach unofficial SCC transcript.

*I declare under penalty of perjury that all information on this form is true and correct.
If this appeal is granted, I understand that I will again lose enrollment priority
and be ineligible for the BOG Fee Waiver if I fail to make satisfactory academic progress.*

Student’s Signature: _____ Date: _____

OFFICE USE ONLY	Committee Review Date: _____
Committee Recommendation: Approve____ Deny____	Semester GPA: _____ Cumulative GPA: _____
Recommended Support Services/Follow-Up: _____	
Authorized Administrator’s Signature: _____	Date: _____

How to Appeal the Loss of Enrollment Priority and/or BOG Fee Waiver Eligibility

Read carefully each of the sections below. Then, if you feel you meet the requirements for an exception to the regulations, you may complete and file the form entitled *Loss of Enrollment Priority and/or BOG Fee Waiver Appeal*. You must attach a typed narrative of the reasons for the appeal, required documentation, and a copy of your approved SCC Comprehensive Education Plan signed by a Counselor. Appeals submitted without sufficient documentation will be denied. **Submit all documents in a single packet to the Office of Admissions and Records** on the Fairfield campus or at the Vacaville Center, Vallejo Center, or Travis Air Force Base office.

In order to receive enrollment priority for the next semester, your petition must be submitted at least three (3) weeks before the start of priority registration.

Loss of Enrollment Priority

Students who have completed orientation, assessment, and developed a student education plan are granted registration priority. However, this priority is lost at the first registration opportunity after a student is placed on academic or progress probation for two consecutive semesters or has earned 90 or more degree-applicable units at SCC.

Loss of Eligibility for the Board of Governors Fee Waiver (BOGW)

Students who are eligible for the BOG Fee Waiver may lose their eligibility if they fail to sustain a GPA of 2.0 or higher and complete more than 50 percent of their coursework. If a student's cumulative GPA falls below 2.0 for two consecutive primary terms (fall or spring), the student is placed on academic probation. If the cumulative number of units completed is not more than 50 percent in two consecutive primary terms, the student is placed on progress probation. Any combination of two consecutive primary terms of academic or progress probation may result in loss of fee waiver eligibility.

How to Regain Enrollment Priority and/or BOG Fee Waiver Eligibility

If you lose enrollment priority and/or BOGW eligibility, you can have them reinstated in one of several ways:

- Improve your GPA or course completion measures to meet the academic and progress standards
- Successful appeal regarding extenuating circumstances
- Successful appeal based on significant academic improvement
- Not attending SCC for two consecutive primary terms (fall/spring semesters)

The appeals process for extenuating circumstances includes:

- Verified accidents, illness, or other circumstances beyond your control
- Changes in economic situation
- Evidence of inability to obtain essential support services
- Special consideration for CalWORKs, EOPS, DSPS, and student veterans
- Disability accommodations not received in a timely manner

Foster youth and former foster youth (age 24 years and younger) are not subject to the loss of the BOG Fee Waiver under these regulations.