

El Camino College & El Camino College Compton Center
Satisfactory Academic Progress & Board of Governors Fee Waiver Appeal Form
2017-2018 Academic Year

Complete the entire Appeal Form using the fillable form below and submit to the Financial Aid Office by the established deadline. Incomplete, handwritten, or late submissions will **not** be accepted.

TERM OF APPEAL

I am submitting the Appeal Form for the following semester. My counselor-approved comprehensive Education Plan or Lock-in-List (if applicable) is attached. Check only **one** box.

Fall Semester 2017

Deadline: November 9, 2017

Spring Semester 2018

Deadline: May 3, 2018

Summer Term 2018

Deadline: August 9, 2018

STUDENT INFORMATION

 El Camino College Student ID#

 Last 4 Digits of Social Security Number

 Date of Birth (mm/dd/yyyy)

 Last Name

 First Name

 Middle Name

(_____) _____

Telephone Number

_____ @elcamino.edu

MyECC Student E-mail Address (Required)

EDUCATIONAL GOAL(S) – Check all that apply.

Certificate: _____

Associate Degree: _____

Transfer Major: _____

Transfer College/University 1st choice: _____

ACCEPTABLE REASONS FOR SUBMITTING AN APPEAL – Documentation required. Check all that apply.

Illness or accident of the student or immediate family member or death of an immediate family member

Newly diagnosed disability which contributed to poor academic performance

Complications with an existing disability which contributed to poor academic performance

Student applied for a disability accommodation but was not received in a timely manner

Evidence the student was unable to obtain essential support services

Enrolled in a high unit academic program or major as reflected on the student educational plan

Extenuating circumstances beyond the control of the student

Change in economic situation of the student or parent(s), if dependent

Special consideration of factors for CalWORKs, EOPS, SRC, and Veteran students

Homeless or at-risk of becoming homeless

ACCEPTABLE REASON FOR SUBMITTING BOG APPEAL (This is not an acceptable reason for SAP Appeal)

Significant academic improvement in meeting academic and/or progress standards

PLEASE CHECK THE REASON(S) FOR YOUR APPEAL

CHECK ALL THAT APPLY:

SAP DISQUALIFICATION STATUSES

Please review the SAP Disqualification Statuses listed below. Students may only submit (1) SAP APPEAL per award year. SAP Appeals may be approved for up to three terms. Check only **one** box:

Financial Aid Disqualification – I have less than a cumulative 2.0 grade point average (GPA) and/or less than a cumulative 67% attempted unit completion rate. You must have at least one of the allowable appeal circumstances. Documentation is required and must support why satisfactory academic progress was not made. Current, counselor-approved comprehensive Education Plan must be attached. The Appeal Form will be considered incomplete without proper documentation and will not be accepted.

Maximum Timeframe with Good Academic Standing – (Cumulative 2.0 or higher grade point average (GPA) and a cumulative 67% or greater attempted unit completion rate). Documentation required. The Appeal Form will be considered incomplete without proper documentation and will not be accepted. Current, counselor-approved Lock-in-List must be attached.

Maximum Timeframe without Good Academic Standing –(Less than a cumulative 2.0 grade point average (GPA) and/or less than a cumulative 67% attempted unit completion rate). Documentation required. The Appeal Form will be considered incomplete without proper documentation and will not be accepted. Current, counselor-approved Lock-in-List must be attached.

BOARD OF GOVERNOR FEE WAIVER DISQUALIFICATION STATUS

Students must submit a BOGFW Appeal each term that the student does not meet Academic and Progress Standards. BOGFW Appeals can only be approved for one term at a time.

Loss of Board of Governor’s Fee Waiver– I have less than a cumulative 2.0 grade point average (GPA) and/or a cumulative completion rate of 50% or less. You must have at least one of the allowable appeal circumstances. Documentation is required and must support why Academic and Progress standard were not made. Current, counselor-approved comprehensive Education Plan must be attached. The Appeal Form will be considered incomplete without proper documentation and will not be accepted.

REQUIRED ESSAYS

All students must submit three essays using the fillable form below in order for the SAP Appeal Form to be considered complete for submission. Only typed essays will be considered. Incomplete, handwritten or late SAP Appeal Forms will **NOT** be accepted.

1. Explain why you were unable to meet Satisfactory Academic Progress (SAP) Policy standards. (150 word limit/1,000 character limit) For example:
 - a. Why have you not earned a cumulative 2.0 or greater grade point average (GPA)?
 - b. Why have you not completed at least 67% (or 50% for BOGFW) of your total attempted units?
 - c. Why are you attending El Camino College if you already earned a degree?
 - d. Why have you not completed your current educational goal in a timely manner?

2. Explain how circumstances have changed that make you feel you can now meet Satisfactory Academic Progress (SAP) Policy and/or Academic and Progress standards and complete your educational goals. (150 word limit/1,000 character limit)

3. Explain specifically what steps you will take to complete your educational goal. (150 word limit/1,000 character limit)

CERTIFICATION

By signing below, I certify that the information provided is accurate and complete to the best of my knowledge. I understand that submitting an appeal form does not guarantee approval and that all decisions are final.

Signature: _____

Date: _____