



2011-2012
APPEAL FOR REINSTATEMENT FORM

Last Name First Name MI Student ID or SSN

INSTRUCTIONS:

If you would like to appeal your financial aid disqualification at Los Angeles City College, please follow these steps:

STEP 1: In the spaces below please explain your circumstances. Be sure to include any special circumstances pertaining to your situation. In addition, you should attach any documentation that will support your appeal (Example: medical records, death certificates, etc.).

STEP 2: If you have not been able to maintain satisfactory academic progress cumulatively in the Los Angeles Community College District you must sign up for and attend a Financial Aid SAP Orientation. You must bring this completed form with you to the counseling session. If you already have a bachelors or associates degree or if you have attempted 90 or more cumulative units in the LACCD you must meet with an academic counselor to obtain a Student Educational Plan that details all of the courses remaining to complete your proposed Educational Goal. The Student Educational Plan must include the semester for which you are appealing.

STEP 3: Submit this form with all supporting documents to the Financial Aid Office. You must also submit the Student Educational Plan if you already have a bachelors or associates degree or if you have attempted 90 or more cumulative units in the LACCD.

TO BE COMPLETED BY STUDENT (attach additional sheets if necessary):

1. If you already have a bachelors or associates degree, explain why you are continuing your education at LACC:

Three horizontal lines for student response to question 1.

2. If you have attempted 90 or more cumulative units in the Los Angeles Community College District explain why you have this high number of units.

Three horizontal lines for student response to question 2.

3. If you have not been able to maintain satisfactory academic progress cumulatively in the Los Angeles Community College District, please explain why not:

Three horizontal lines for student response to question 3.

4. Explain any changes you have made which will assist you in attaining your educational goal:

Three horizontal lines for student response to question 4.

Student Signature

Date