

COC Counseling Department - Appeal Form for Reinstatement after Dismissal

Student's name (Please print) _____ ID # _____ Date _____

Contact phone number _____ E-mail address _____

The Counseling Department will consider appeals from students who are dismissed if they can demonstrate that they have already applied problem-solving skills and remedied their situation.

The following items are REQUIRED for consideration. Incomplete appeals will not be reviewed.

- **A completed Appeal for Reinstatement after Dismissal form**
- **A personal statement describing your reason(s) for filing the appeal**
- **Any and all documentation that provides evidence that the problem has been resolved**

This documentation may include testimony from doctors or employers, as well as receipts, pay stubs, or any paperwork which demonstrates how you have addressed the problems that led to your dismissal from College of the Canyons.

1. List the factors that contributed to the academic problems that led to your dismissal.

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____

2. List the steps you have taken to resolve each of the factors you identified above that contributed to your dismissal. You must attach documentation as proof that these changes or steps have taken place.

- a. _____
- b. _____
- c. _____
- d. _____
- e. _____

For Committee Use Only

Approved

Denied

Date: _____

Signatures: _____
