

Full Legal Name ______ CR ID# _____

Per AP 5055, students may appeal the loss of priority registration due to extenuating circumstances (i.e. verified cases of accidents, illnesses or other circumstances beyond the control of the student), or where a student with a disability applied for, but did not receive reasonable accommodation in a timely manner.

INSTRUCTIONS FOR THE STUDENT

1. Complete Sections A – C (both sides) of this Appeal. 2. Submit this appeal to counseling@redwoods.edu NO LATER THAN 5 WORKING DAYS PRIOR TO THE FIRST DAY OF PRIORITY REGISTRATION.

If the appeal is approved:

An approved Appeal for Priority Registration will be granted for the upcoming academic year. It does not guarantee enrollment into a specific course nor does the approval extend to future academic years.

If the appeal is denied:

Per AP 5530, any student who reasonably believes a decision or action has adversely affected his or her status, rights, or privileges as a student may submit a grievance.

ALL DECISIONS WILL BE SENT TO YOU CR STUDENT EMAIL ACCOUNT

SECTION A: Select the reason(s) for your appeal

I have achieved 100 or more units and am pursuing a high-unit program.

✓ Current Program:

L I have a verified disability and applied for, but did not receive reasonable accommodation in a timely manner.

I experienced an extenuating circumstance that was beyond my control.

└ I was auto-awarded a degree and am still working on my intended program.

This will be my final year at CR prior to program completion and/or transferring to a different institution.

✓ List all required courses required to complete program and/or transfer below:

Course Name	Course Title	Course Name	Course Title



OFFICIAL USE ONLY	Approved	Denied
Reviewer's Signature	Date	

Student Notified/Priority Entered Initia

ered Initials _____ Date

Full Legal Name _____

_CR ID# _____

SECTION B: Provide a detailed explanation for your appeal (attach a separate sheet if necessary)

SECTION C: Sign and date your appeal

By signing below, I am agreeing to the terms and conditions detailed on this form and put forth in AP 5055 and AP5530. I declare under penalty and perjury of the law that all of the information provided is true and accurate to the best of my knowledge.