

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: _____
- 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.
- This will be my final year at CR prior to program completion and/or transferring to a different institution.
 - ✓ Must provide or attach a list of all required courses required to complete program and/or transfer below:

<u>Course Name</u>	<u>Course Title</u>	<u>Course Name</u>	<u>Course Title</u>

