

LOS ANGELES MISSION COLLEGE

Petition for Reinstatement of Financial Aid for 2009-2010

Satisfactory Academic Progress Petition Procedures

INSTRUCTIONS:

1. Complete the attached petition form if you are requesting a **reinstatement*** of financial aid eligibility. Your petition should address reasons **other than financial need** for extending your financial aid eligibility. **Financial need is assumed.** Attach any additional documentation to support your petition.
***Reinstatement petitions** are for students who have not maintained a cumulative Grade Point Average (GPA) 2.0 or higher and/or have not completed a minimum of 67% of attempted units.
2. Your petition must be completed legibly in ink or typed and contain your complete explanation of circumstances that contributed to your inability to maintain satisfactory academic progress and what you have done to address these circumstances. An incomplete petition will be returned to you. *You must complete your petition form before continuing to **Step 3** below.*
3. You need to make an appointment with your academic counselor to discuss any issues affecting your past academic performance and potential solutions to improve your future academic performance. EOP&S and CalWorks students should meet with their respective counselors. Your **Academic Counseling Assessment form** must be attached to your petition form.
4. The Financial Aid Director or designee will review your petition and notify you in writing of the decision within 30 working days from the receipt of your petition.
5. Submit the completed **Petition form, Academic Counseling Assessment form** and other supporting documents to:
Los Angeles Mission College
Financial Aid Office
13356 Eldridge Avenue
Sylmar, CA 91342
6. Deadlines:
 - **Fall 2009:** December 18, 2009
 - **Spring 2010:** June 4, 2010

Questions regarding this process can be directed to the Los Angeles Mission College Financial Aid Office at **(818) 364-7648**. For additional information on the Satisfactory Academic Progress policy, general financial aid information and deadlines, please visit the Los Angeles Mission Financial Aid Office website at www.lamission.edu/financialaid.

LOS ANGELES MISSION COLLEGE

Petition for Reinstatement of Financial Aid for 2009-2010

Academic Counseling Assessment

Student Name

SS#

Student ID#

DIRECTIONS →

THIS FORM IS TO BE COMPLETED BY THE *ACADEMIC COUNSELOR*.

Please print or type. Send this document to the Financial Aid Office along with the student's original **Petition for Reinstatement of Financial Aid** form.

Academic Goal/Major upon Admission: _____ Transfer ____ AA/AS ____ Cert ____

Current Academic Goal /Major: _____ Transfer ____ AA/AS ____ Cert ____

Cumulative GPA: _____ Anticipated transfer institution (if applicable): _____

COUNSELOR COMMENTS (*i.e., counselor advice for student to assist in rectifying circumstances that contributed to the student's inability to maintain satisfactory academic progress*):

Counselor Name

Counselor Signature

Date

FOR FINANCIAL AID OFFICE USE

GPA @ time of disqualification _____

% non-pass @ time of disqualification _____

Petition Granted: YES NO

Term: _____

FAA: _____

Date: _____

Comments to add to Appeal Decision Letter: _____

