



EAST LOS ANGELES COLLEGE

Admissions and Records Office

Dismissal Petition Academic/Progress - Reinstatement

Name: _____ Last First	Student ID #: _____
Address: _____ Number Street	Date of Birth: _____
City State Zip	E-Mail: _____
	Contact Number: _____

Semester of Dismissal: ☐ Fall ☐ Spring Year: _____

☐ Academic Dismissal ☐ Progress Dismissal
☐ Academic & Progress Dismissal

Check One:

☐ **One Year Dismissal** – I was dismissed and request to continue enrollment at ELAC.

☐ **Reinstate** – I have not enrolled at ELAC in the past two major semesters (Fall/Spring) and request permission to re-enroll.

Required Steps and Documentation (Incomplete petitions will not be accepted):

☐ **Step 1** - Use the reverse side of this form to:

- A. State the reason(s) for substandard grades and/or frequent withdrawals.
- B. Explain what measures you will take to improve your academic performance.

☐ **Step 2** - Attach documents to verify and support your reasons for poor academic performance.
2A - REINSTATEMENT ONLY - Schedule a counseling appointment in E1-127 to obtain a Student Educational Plan (SEP).

☐ **Step 3** - Submit all documents to the Office of Admissions.

Admissions Date Stamp
& Staff Initials

Your petition will be reviewed and you will be notified by the Admissions Office of the decision within 15 calendar days after the committee decision.

Student Signature _____

Date _____

Office Use Only

☐ Approved ☐ Denied

Committee Members:

☐ Yes ☐ No _____

☐ Yes ☐ No _____

☐ Yes ☐ No _____

☐ Yes ☐ No _____

☐ Yes ☐ No _____

☐ Yes ☐ No _____

☐ Yes ☐ No _____

☐ Yes ☐ No _____

VP Appeal: ☐ Approved ☐ Denied

Signature: _____ Date: _____

REINSTATEMENT – DISMISSAL WAIVER STATEMENT

Please state the reason(s) and attach proof for substandard grades (D, F, NCR) and/or frequent withdrawals or incompletes (W, INC):

First Semester on Probation: Semester _____ Year _____

Second Semester on Probation: Semester _____ Year _____

Third Semester on Probation: Semester _____ Year _____

Please explain what measures you have taken or will take to improve your academic performance:
