

Continuous Eligibility Appeal Form

Students with extenuating circumstances who wish to appeal their suspension under the Continuous Eligibility policy may submit a "Continuous Eligibility Appeal Form" to the Dean of Instruction. All appeals will be reviewed by the Dual Enrollment Appeals Committee and should be submitted no later than 10 days before the first day of the term in which the student is requesting to re-enroll. Signed forms may be sent to slevitzke@lbwcc.edu or mailed to Dean of Instruction, LBWCC, P.O. Drawer 1418, Andalusia, AL 36420.

Student Name:

A Number:

LBWCC Email
Address:

Phone Number:

Date:

High School:

Counselor Name:

Counselor Contact
Information

Courses in which
student did not
earn a grade of C
or higher:

Academic term of
courses listed
above:

Desired Re-
enrollment Term:

Please describe in detail the extenuating circumstances that affected your performance in the course(s) specified above. Examples may include, but are not limited to, serious illness or injury, the death or serious illness of an immediate family member, or significant trauma that impaired your emotional and/or physical health. Alternately, you may describe the undue hardship that would result from a one-term suspension from the Dual Enrollment Program. Additional documentation may be attached separately.

Explanation:

Student Signature:

Counselor
Signature:

This section is to be completed by LBWCC administration after review.

Review Results: Approved to reenroll Not approved to reenroll

Date of Review:

Dean of Instruction
Signature:

Dean of Student
Affairs Signature: