



MOORPARK COLLEGE

Registration Priority Reinstatement Petition

Registration priority is lost when a student has earned more than 90 degree-applicable units at VCCCD colleges (including in-progress units), or has been on academic or progress probation for two or more semesters, or is in dismissal status. Students who have lost registration priority may petition to have it reinstated based on verifiable evidence of factors outside their control.

Student Name _____ Student ID Number _____

Contact Phone Number: _____

Semester/Term (s) requesting Reinstatement: Summer 20_____ Fall 20_____ Spring 20_____

I am requesting a reinstatement of my priority registration for the following reason:

Extenuating circumstances

Approval is based on verified evidence of unavoidable extenuating circumstances beyond the student's control, such as a death in the family, accident, serious illness, eviction, etc. *To be considered, documentation must be provided, which may include such items as medical documents, death certificates, newspaper articles, funeral programs, statements from professionals on letterhead stationery, etc. Please email completed form along with attached documentation to hdavis@vccd.edu.*

Enrollment in a high unit major or program

Continuing students who have earned (including in-progress) more than 90 VCCCD degree-applicable units may petition for reinstatement of registration priority if they are enrolled in a high-unit major or program of study. Approval of reinstatement petition will result in registration appointment moving into the level 2 priority period with continuing students who have completed 76 - 90 (including in-progress units) VCCCD degree-applicable units.

High Unit Major/Program: _____ Total VCCCD Units Earned/In Progress to Date: _____

High Unit/Major Units Earned/In Progress to Date: _____

Final Semester

Continuing students, who are registering for their last/final semester, as verified by their student education plan, may petition one time for registration reinstatement.

Student Signature _____ Date _____

Counselor Signature _____ Date _____ Approved Reviewed Disapproved

Signature of Dean/Designee _____ Date _____ Approved Disapproved

Notes: _____

