LOPR, CCPG, and/or Pause

(Loss of Priority Registration, CA College Promise Grant, and/or Pause)

Enrollment Services Department
Phone: (951) 465-7887
e-Document Submission: https://msjc.edu/hub/

Loss of Priority Registration OR Loss of Promise Grant Appeal Form

(NOT TO BE USED FOR FINANCIAL AID SATISFACTORY ACADEMIC PROGRESS (SAP) APPEAL)

Instructions:

1. Complete the Loss of Priority Registration, CA College Promise Grant, and/or Pause appeal.

2. Provide a detailed personal statement that includes:
   - The extenuating circumstances and/or the reasons you have failed to meet academic standards or exceed the unit requirement.
   - The statement must include steps you have taken to ensure you will meet academic standards in the future and/or complete your educational goal.

3. Attach copies of all relevant documents, (such as a doctor's letter to support medical claims, police reports, or death certificate). Make sure there are dates on any documentation provided.

4. Attach the current Student Educational Plan with notes from an MSJC Counselor during the academic pause (warning) meeting.

5. Attach Financial Aid email of CCPG Loss.

6. Submit the fully signed and completed form, student education plan, personal statement, and supportive documentation as a PDF online to the Enrollment Services Student e-Document submission HUB at: https://msjc.edu/hub/

After review by the Appeals Committee, the student's record will be updated to reflect changes, and the student will be informed of the outcome via email. Appeal outcomes are final.

For complete appeal standards please visit our website at https://msjc.edu/enroll/loss-of-priority-registration-appeal.html

MSJC
Mt. San Jacinto College

Loss of Priority Registration, Promise Grant, Academic Pause Override Form

Spring 2027
Appeal Deadline:
February 8, 2027

Enrollment Services Department
Phone: (951) 465-7887
e-Document Submission: https://msjc.edu/hub/

STUDENT INFORMATION

Name: _____ Student ID #: _____

Email: _____ Phone #: _____

Check the box(es)that apply:

Loss of Priority registration and Loss of Promise Grant

- ☐ Extenuating Circumstances (supportive documents required)
- ☐ Academic and/or progress improvement
- ☐ Applied for Disabled Student Programs and Services (DSPS) and did not receive accommodation in a timely manner

Exceeding 100 Unit Limit (loss of priority registration due to)

- ☐ Enrollment in courses required for a high unit transfer major or program resulting in 100+ units
  Note: This does not apply to MSJC's Nursing and Allied Health program
  Exemption from 100 unit limit based on prior non-traditional credit
- ☐ Exemption from 100 unit limit or degree based on last semester prior to graduation/transfer

Academic Pause

- ☐ Extenuating Circumstances (supportive documentation required)
- ☐ Military services obligations
- ☐ Conditions that may be rectified by a change of curriculum (student must provide an educational plan from a counselor indicating a change in program of study would significantly impact a student's success rate)
- ☐ Academic and/or progress improvement

Promise Grant ONLY

- ☐ Change in student economic situation
- ☐ Unable to attain essential support services

Verification of services to be completed by Counselor ONLY if active in program:

- ☐ DSPS
- ☐ EOPS/Care
- ☐ CalWorks
- ☐ TANF
  Veteran

*Counselor verifying name and date (required): _____

Use the space below for personal statement (required):

Cerification and Signatures:
I hereby certify that all information reported on this form and any attachments hereto are true, complete, and accurate. Failure to address any of the items above and submit required documentation will result in my appeal being considered incomplete and will be denied. I understand that this appeal is term specific, and submission of an appeal does not automatically guarantee its approval.

I am confirming that I have provided the following:

- ☐ CCPG Loss E-mail (if applicable)
- ☐ Student educational plan
- ☐ Supportive documentation

_____ _____

Student Signature (Required) Date