

ACADEMIC & PROGRESS DISMISSAL

READMISSION PROCESS AND DEADLINES

ENROLLED STUDENTS:

If you are **currently** enrolled (Spring14) and are **on Dismissal**, you must:

- 1) Complete the [Petition for Readmission:](http://www.gavilan.edu/counseling/documents/PetitionForReAdmission.pdf)
(<http://www.gavilan.edu/counseling/documents/PetitionForReAdmission.pdf>)
- 2) Review the completed petition with your assigned counselor
 - a. Counseling Appointments are required – schedule appointment online
(<http://www.gavilan.edu/counseling/>)
- 3) Counselor must approve the petition and course selections.
- 4) **Petition must be approved NO LATER than Thursday, May 22, 2014 – 4:00 PM.**
- 5) Register for courses listed on the petition.
- 6) Petition will not be modified if courses are closed at the time you register.

If your **Spring or Summer 14 grades** place you on Dismissal, you must:

- 1) Meet with your counselor to review Fall 14 course selections - expect possible changes to your schedule (ex. Course load reduction).
- 2) If you were NOT registered for Spring or Summer 14 courses at the time you were placed on dismissal, you will still need to complete a [Petition for Readmission:](http://www.gavilan.edu/counseling/documents/PetitionForReAdmission.pdf)
(<http://www.gavilan.edu/counseling/documents/PetitionForReAdmission.pdf>)
- 3) Counselor must approve the petition and course selections.
- 4) **Petition must be approved NO LATER than Thursday, August 14, 2014; 4:00 PM.**
- 5) Petition will not be modified if courses are closed at the time you register.

RETURNING STUDENTS:

If you are **returning to the college** and the last term of attendance you were placed on Dismissal, you must:

- 1) Complete the [Petition for Readmission:](http://www.gavilan.edu/counseling/documents/PetitionForReAdmission.pdf)
(<http://www.gavilan.edu/counseling/documents/PetitionForReAdmission.pdf>)
- 2) Review the completed petition with a counselor – if you are part of a campus program (TRIO, MESA, Basic Skills, EOPS, CalWorks, DRC, Puente, etc.) see the program counselor.
- 3) Counselor must approve the petition and course selections.
- 4) **Petition must be approved NO LATER than Thursday, August 14, 2014; 4:00 PM.**
- 5) Register for courses listed on the petition.
- 6) Petition will not be modified if courses are closed at the time you register.

REMINDER TO ALL STUDENTS: If you have previously completed a petition with a counselor, you must return to that counselor to complete your next petition.