



**Academic Reinstatement Petition
Office of Enrollment Services
Yakima Valley College**

Please print clearly

Last Name	First Name, Middle Initial
Student ID Number	Quarter and Year Suspended/Dismissed
Phone Number	Email Address
Academic Adviser	Date Last Met with Academic Adviser

To apply for Academic Reinstatement, the student must complete this Academic Reinstatement Petition and attach a letter addressing the following questions:

1. Which guideline (discussed on the back page) are you using? Please explain the reason this guideline applies to your circumstances.
2. Describe why you should be given another opportunity to be a student at YVC.
3. Describe your plans to overcome and/or change your academic behavior.
4. List at least five specific examples of methods that you will utilize to be academically successful during your next quarters of attendance at YVC.

Attendance:

Class attendance is a critical factor in academics. Did you ever miss class? YES NO

If yes, how many class sessions did you miss? _____
(This will be verified with the instructors of your classes.)

I affirm that the above statements are true. I also understand that it is my responsibility to provide the necessary documentation for my petition and that any petition without the necessary documentation will be denied. YVC staff may verify any information provided.

Student Signature	Date
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Guidelines for Academic Reinstatement

The process to petition for Academic Reinstatement is a holistic review. The petitioning student must meet one of the following guidelines to be considered for Academic Reinstatement. Petitions without one of the guidelines and/or required documentation will be denied. Meeting one of the guidelines does not automatically qualify a student for Academic Reinstatement. Please check your Academic Suspension or Dismissal letter for the petition deadline. Late petitions will not be considered. The petition must be submitted to the Registration Office at either the Grandview or Yakima campus. Attach a copy of your class schedule and any other required documentation to the petition.

Guidelines	Qualifications	Documentation Required
A. Illness of Student	Illness of the student of such severity or duration that inhibited academic performance.	Health Provider verification. The verification must include the illness and date. An admittance form from the Emergency Room is not enough.
B. Extenuating Circumstances	A situation beyond the control of the student that inhibited academic performance.	Documentation of the situation is required. The documentation must show how the situation negatively affected the student's academic performance.
C. Death in Immediate Family	Death of a member of the immediate family (parent, child, spouse/domestic partner, sibling) that inhibited academic performance.	Death certificate, obituary notice, or news clipping naming student or immediate family member.

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<p>Petition: Granted Denied</p> <p>Reason(s) and/or Condition(s) for Denial Lack of Extenuating Circumstances (LEC) Lack of Documentation (LOD) Insufficient Answers to Questions (IAQ)</p> <p>Comments:</p>	<p>Reviewed by:</p> <p>Lack of Academic Progress (LAP) No Change in Contributing Factors (NCCF)</p>
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