REASON FOR YOUR PETITION MUST BE ONE OF THESE:

- **Over 90 units w/mitigating circumstances** (supporting documents must be attached - SEPP **is** required from your counselor)
- **Over 90 units w/change of major** (must be documented with SEPP from counselor - SEPP **is** required)
- **Over 90 Units taking approved pre-requisite units for transfer** (SEPP **is** required)
- **Disqualified w/mitigating circumstances** (supporting documents must be attached - SEPP **not** required)
- **BA/BS Degree w/trsf to graduate program** (SEPP **is** required - only approved classes will apply)
- **BA/BS Degree w/change of major** (SEPP **not** required)
- **Aggregate Loan Limit exceeded** (SEPP **not** required)

IMPORTANT: Students may not meet SAP for the following reasons:

- 150% timeframe has been exceeded (90 units attempted AA/AS, 60 units attempted Certificate)
- Student is disqualified but requests reinstatement due to mitigating circumstances.
- Aggregate Loan amount has exceeded Fullerton College standards:
  (Dependent students -$10,500 Independent students - $23,000 which includes previous Institutions!)
- BA/BS Degree completed. Not eligible for grants, loans only.

Petitions are required if the following conditions exist (which need to be addressed on the petition form):

- Disqualified student has mitigating circumstances or extenuating circumstances (beyond the student’s control) that prevented him/her from meeting SAP standards (documentation substantiating statements must be submitted.) A SEPP form (or Student Educational Program Plan) would not be required.
- Change in major or program of study or coursework for transfer to a 4-year college or university. (Note: Only students completing a program at Fullerton College, and completing transfer requirements in order to transfer to a 4 year institution will be considered for reinstatement. A student coming to Fullerton College from a university, taking classes, and then returning to a university would not be eligible for Title IV funds at Fullerton College) A SEPP form (Student Educational Program Plan) would be required.
- Student has reached 90 attempted units, but a portion of the unit total is comprised of remedial coursework which would reduce the 90 unit attempted total. A SEPP form (or Student Educational Program Plan) would not be required.
- Student has reached 90 units and is working on transfer units/program. A SEPP form (Student Educational Program Plan) would be required.
- Student has reached 90 units and has a change in program. A SEPP form (Student Educational Program Plan) would be required.
- Student has reached 90 units and has mitigating circumstances which must be documented - SEPP **is** required.

NOTE: Although some conditions (above) do not “require” a SEPP form, students are encouraged to see a counselor and develop a Student Educational Program Plan within completion of their first calendar year at Fullerton College.

Mitigating circumstances must **ALWAYS** be documented or the petition will not be accepted. Mitigating circumstances are considered to be (but not limited to):

1. Serious illness, injury or medical condition requiring doctor’s care.
2. Death of an immediate family member or
3. Extenuating Circumstances that were beyond the student’s control.

A thorough and clearly written explanation, indicating the mitigating circumstance that prevented the student from making SAP, must be submitted along with the supporting documents. Each appeal will be reviewed by the Director of Financial aid and approved or denied based upon the student’s individual circumstances.