



Academic Progress Review Committee Information Sheet

If you are academically dismissed from attending classes at Lane for one academic year and you want to request early reinstatement, you will need to petition the Progress Review Committee. Please follow the simple steps below.

- Step #1** - Fill out the personal information on the attached petition and explain what kept you from succeeding academically.
- Step #2** - Meet with a counselor to discuss your academic plans and to fill out a Student Plan sheet.
- Step #3** - Turn in the petition, with your **Student Plan**, to Enrollment and Student Financial Services located in the Student Services Building #1.

The **Academic Progress Review Committee** will not review petitions to enroll in the term subsequent to the dismissal term. Academic Progress Review petitions must be submitted to Enrollment and Student Financial Services by the end of the sixth week of the term prior to the term the student wishes to return to Lane. The Academic Progress Review Committee will review the student's petition and accompanying academic planner and will schedule a meeting to make a decision on the petition. The petitioners will be invited to speak to the committee at this meeting, if they have indicated this on the petition.

Students must maintain the following academic standards while attending Lane:

Student Credit Hours Earned	Cumulative Grade Point Average
0 – 36	1.70 *50%
37 – 100+	2.00 *50%

*In addition to the cumulative grade point average, students must complete 50% of their enrolled credits as of the eighth week of the term.

Attn: Enrollment and Financial Services, 4000 East 30th Ave, Eugene, OR 97405
Phone: (541) 463-5691 Fax: (541) 463-3995 Email: marting@lanecc.edu

Name: _____ Student ID# _____
Last (Please Print) First

**Attach the following before you
turn your petition in:**



€ Student Planner (**signed by counselor**)

Academic Progress Review Petition

Personal Information Step #1

Current
Address _____ Phone: _____

Email Address _____

Please explain in full the plans you have to improve your academic records and why you need an extra term or the reason you feel you should not have been academically dismissed.

Please attach additional paper if needed.

Student Signature _____

Your presence at the meeting, with or without your counselor, will provide you the opportunity to explain any extenuating circumstances that may have led to your dismissal status and also what changes and improvements you are now able to make.

Do you wish to be notified so that you may attend the meeting? Yes No

