



## 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/advisor 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 Services located in Building #1.

**After completion of all 3 steps, you will be temporarily released to register for the upcoming term pending the decision from the committee. Students who are on Academic Dismissal cannot participate in Advanced Registration.**

The **Academic Progress Review Committee** meets the first Friday of fall, winter, and spring terms. Your presence at the meeting, with or without your counselor/advisor, will provide you the opportunity to explain any extenuating circumstances that may have led you to dismissal status and also what changes and improvements you are now able to make.

If your petition is approved you will be allowed to continue in the classes you are registered for and your progress checked after each term. If your petition is denied you **will be dropped** from all classes registered for and your dismissal period from Lane will continue. 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.

For further information on the Academic Progress Review Committee, please call Student Records at (541) 463-5690.

Name: \_\_\_\_\_ Student ID# \_\_\_\_\_



**Attach your Student Plan signed by your counselor/advisor when you submit your petition.**

## Academic Progress Review Petition

### Personal Information Step #1

Current Address \_\_\_\_\_ Phone: \_\_\_\_\_

PETITION **WILL NOT BE CONSIDERED** IF YOU DO NOT HAVE A STUDENT PLAN

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.

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Please attach additional paper if needed.

Student Signature \_\_\_\_\_

Your presence at the meeting, with or without your counselor/advisor, 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

This space is for comments from your counselor/advisor.

