

The steps for academic return:

- Turn in the completed Academic Return Packet to the Counseling Department Secretary by the petition deadline.

Term You Intend to Return to RCC	Petition Deadline	Committee Meeting	Resolution
Fall 2009	September 8, 2009	September 10, 2009	September 18, 2009
Winter 2010	November 3, 2009	November 5, 2009	November 12, 2009
Spring 2010	February 22, 2010	February 24, 2010	February 26, 2010
Summer 2010	April 26, 2010	April 28, 2010	April 30, 2010

- To schedule a meeting with the committee, contact the Counseling Department Secretary at 541-956-7190 in Josephine County. A meeting with the committee is only required for those suspended a second time.
- You will receive a written response to your academic return packet within one week of the decision date. If the Committee rules the suspension should stand, you have the right to appeal the decision with the Dean of Students.

Members of the Academic Review Committee:

Counseling Department Head, Chair
Director of Enrollment Services
Financial Aid Representative
A Counseling Department Representative
A committee secretary
Transcript Evaluator



ACADEMIC RETURN PACKET

NOTE: This is **NOT** a financial aid form

Student ID # _____ Date _____

Name _____

Major _____

Address _____

City _____ State _____ Zip _____

Phone _____ E-mail _____

Term for Re-enrollment _____

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The following documents **MUST** be attached to this form:

- RCC unofficial transcripts (www.roguecc.edu/StudentResources).
- Academic plan completed with a counselor; schedule meeting with counselor at least two days prior to petition deadline.
- A statement that describes the situation that led to suspension. Be as complete as possible; provide important dates.
- Documentation to support your reasons for suspension and your proposed academic improvement.
- A statement that describes the actions you will take to ensure your future academic success AND how any interfering conditions (if any) have been resolved.

OPTIONAL: Provide a statement of support from an RCC advisor/counselor/teacher

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HOW TO TURN IN THE ACADEMIC RETURN PACKET:

Turn in the complete packet in one of these ways:

Mail: Counseling Department, 3345 Redwood Highway, Grants Pass OR 97527-9298

Fax: (541) 471-3576

In Person: Deliver to the Counseling Department in the Student Services Building in Grants Pass or G Building in Medford.

NOTE: For help with the packet, please call an RCC counselor in Josephine County: 956-7306 or Jackson County: 245-7552