



Fulton-Montgomery
Community College

APPLICATION FOR ACADEMIC PROBATION

Students who have been dismissed from the College for failing to meet the College's academic standards may apply for Academic Probation if they believe they have extenuating circumstances that contributed to their not meeting FMCC's academic standards and/or have stepped out for one academic year. Students who are placed on Academic Probation will have their matriculated status reinstated and may then qualify for financial aid. (Eligibility for financial aid is also determined by specific criteria applicable to each financial aid program.)

Student Name _____ SS# or ID# _____

Address _____ Telephone # (day) _____

City _____ Telephone # (evening) _____

State _____ Zip _____ Academic Major _____

College term for which you are requesting Academic Probation to begin: _____
Semester / Year

Student Statement of Request for Academic Probation:

Please review all instructions before starting your application. On a separate piece of paper, please complete a student statement that answers the following questions:

1. What went wrong?

- a. Please describe and document circumstances that led to your inability to meet satisfactory academic progress.

2. What has changed?

- a. Please describe how the above issues that led to your inability to meet satisfactory academic progress have been resolved.

3. What is the plan?

- a. Why do you want to return to Fulton-Montgomery Community College?
b. What steps are you going to take in order to be successful?
c. What major have you chosen and why? If undecided what help do you need in making an informed decision?

I certify that the information provided is true. If granted Academic Probation I agree to follow the recommendations outlined in an Education Plan developed with me by an advisor and/or the Committee on Satisfactory Academic Progress. My failure to follow my Education Plan may result in my loss of Academic Probation, matriculated status, and eligibility for financial aid.

Student Signature

Date

DIRECTIONS FOR APPLICATION FOR ACADEMIC PROBATION

1. Answer **all** questions completely.
2. Attach **all** supporting documentation.
3. Applications must be your own work. Although you can seek advice if necessary, the application and the *student statement* must be your own work.
4. If another individual will be advocating for you to return to FMCC, please attach a signed statement from that Counselor/Advocate/Instructor etc. If the individual has a professional affiliation the letter must be submitted on company letterhead.
5. You must sign your application.
6. **Applications are due by August 1 for the fall semester.** Late applications may be reviewed at the discretion of the Committee.
7. **Spring semester applications are due no later than the 1st day of classes** but it is recommended that you apply as soon as you receive notification of your dismissal.
8. Return your completed application to the Student Development Center in N-107. You will be notified of a follow-up appointment with a designated advisor to complete an Education Plan.
9. The Committee on Satisfactory Academic Progress will review your application and Education Plan and then recommend approval or disapproval to the Provost and Vice President for Academic Affairs. You will be notified of your status after the Provost and Vice President for Academic Affairs reviews your application and makes a decision.
10. Students applying for financial aid should process all financial aid applications and supplemental documentation in order to not delay the process.
11. Incomplete applications will not be accepted.

OFFICE USE ONLY

Additional documentation requested _____ / _____

Committee Recommendation:

_____ Recommend Approval _____ Recommend Denial _____ Meets TAP requirements

Comments

Committee Member Signature

Date

Determination by Provost and Vice President for Academic Affairs:

_____ Academic Probation Approved _____ Academic Probation Denied

Comments

Provost and Vice President for Academic Affairs Signature

Date