

## **LOSS OF ELIGIBILITY FOR BOARD OF GOVERNOR'S FEE WAIVER (BOGFW)**

**References:** *Education Code: Section 66025.9(c) and 70902(b)(3)  
Title 5: Sections 55030 through 55034, Section 55520, Section 55524 and  
Section 58621*

Continuing eligibility for the Board of Governor's Fee Waiver (BOGFW) will be limited to students meeting established academic standards for probation and dismissal as defined in Board Policy and Administrative Procedure 4250: Probation, Dismissal and Readmission.

### **Loss of BOG Fee Waiver**

Loss of BOGFW occurs when a student is placed on academic or progress probation, or any combination thereof, for two consecutive primary terms as defined in Board Policy and Administrative Procedure 4250. A student shall be placed on academic probation if the semester or cumulative grade point average is less than a "C" (2.0) and progress probation is the student has enrolled in a total of at least 12 semester units and the percentage of all units in which the entries of "W", "I", "NC", "NP" and "F" were recorded reaches or exceeds 40 percent. A unit is earned when a student receives a grade of A, B, C, D or Cr/P. As long as the break in the student's enrollment does not exceed one primary term, the institution will evaluate a maximum of four prior primary terms to determine whether the academic or progress probation was for two primary consecutive terms.

The College District shall notify students who are initially placed on academic or progress probation of the potential for the loss of BOGFW. The College District shall notify the student that a second consecutive term on academic or progress probation will result in the loss of the BOGFW as long as the student has not already registered for the subsequent primary term.

Students will be notified of probation and/or disqualification status within 30 days of the end of the term and the date of disqualification is the date the student's status is calculated, not the date the student is notified. If a student registers for an upcoming term prior to the determination of two terms of probation or disqualification, loss of BOGFW would be in effect for the following term. If a student registers for upcoming term after determination of two terms of probation or disqualification, loss of BOGFW occurs for the upcoming term.

Summer and/or winter terms are not considered primary terms. However, once a two term probation has been determined, the student will lose fee waiver eligibility for all terms, including summer and/or winter.

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### **Appealing the Loss of BOGFW**

Students who lose eligibility for the BOGFW must have access to regain eligibility and may appeal the loss of their BOGFW.

To regain eligibility, a student may meet one of the following conditions by:

- Successfully appeal loss of BOGFW, or;
- Meet academic and progress standards, or;
- Sitting out by not attending the College District for two consecutive primary terms (fall/spring or spring/fall). Students may attend other community colleges, however, and may be eligible for BOG Fee Waiver at that institution.

Students who have shown significant academic improvement in the last term will be automatically placed on BOGFW probation. The School of Counseling & Student Support Programs will reach out to students to offer support and services that help them maintain improved academic performance. Students are required to complete an "Appeal for Reinstatement of Board of Governors Fee Waiver (BOGFW)" form and a committee consisting of representatives from Admissions and Records, Financial Aid, Counseling and Disability Support Services (DSS) will meet to review appeals.

Students may appeal under any of the following circumstances and must provide the noted documentation.

- **Extenuating Circumstances.** Extenuating circumstances are verified cases of accidents, illnesses, changes in the student's economic situation or other circumstances beyond the control of the student (required documentation includes typed written statement of situation regarding loss of BOGFW, current comprehensive SEP and copies of medical records, police reports, court documents, loss of financial income, etc.).
- **Untimely Accommodation.** Students who applied for academic accommodations and did not receive reasonable accommodations in a timely manner, or who are authorized for priority enrollment as a DSS authorized academic accommodation and are making progress towards their academic goal (required documentation includes Authorized Academic Accommodation Form).

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- **Significant Academic Improvement.** Students who are defined as achieving no less than the minimum 2.0 grade point average and progress standards (50%), and have improved in recent semesters (Required documentation includes typed written statement of situation regarding loss of BOGFW).
- **Inability to Obtain Essential Support Services.** Essential support services include, but are not limited to, services identified in the student education plan developed under section 55524, and any services to which the student was referred pursuant to section 55520 (required documentation includes typed written statement explaining which specific support services to which the student was referred and the reason they were not obtained and any additional supporting documentation).
- **No Enrollment for Two Primary Semesters.** Students who have not enrolled at Southwestern College for two consecutive semesters (fall/spring) since becoming ineligible for the BOGFW (no required documentation needed).

Extenuating circumstances also includes special consideration of the specific factors associated with Veterans, CalWORKs, EOPS and DSS student status.

A student who successfully appeals the Loss of Enrollment Priority for the reasons of Extenuating Circumstances, Untimely Accommodation or Significant Academic Improvement shall also have BOG Fee Waiver eligibility restored.

### **Exemptions**

- Foster youth or former foster youth who are 24 years of age or younger are exempt from losing BOGFW eligibility as specified in this procedure.
- Students receiving special category fee waivers are exempt from the Loss of BOGFW provisions. This includes students qualifying under the following categories:
  - College Tuition Fee Waiver for Veterans Dependents administered through the California Department of Veterans (CalVET), including the following -
    - Dependents of veterans qualifying under Plan A, B & C
    - Congressional Medal of Honor recipients and children under the age of 27

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- Surviving dependents of an individual killed in the September 11, 2001 terrorist attacks
- Dependents of law enforcement or fire suppression personnel killed in the line of duty