CCA Return to Active Status Petition

Students who have been absent from the college for more than one academic year must fill out this petition and return it to the Student Records Office. The Student Records Office will determine if a student is allowed to return as a continuing student and which catalog year requirements they will be subject to. See the Student Handbook for details.

If you attended any other educational institutions during your absence from CCA, please attach transcripts to this form. Official transcripts must be sent to the Student Records Office prior to the end of your first semester of your return. Credit will usually be given for classes taken outside CCA only when these classes were pre-approved according to CCA's published procedures.

PLEASE PRINT CLEARLY

Name: _____ **Student ID #:** _____

Current Address: _____
Street City State Zip Code

Phone: _____ **Alternate Phone**:_____ **Email Address:** _____

Last Term Enrolled at CCA: _____ **Term of Readmission:** _____

Major: _____ **Advisor:** _____

Please explain why you left CCA:

_____

_____

_____

Please explain why you wish to return to CCA at this time:

_____

_____

_____

I understand that this request will not be approved without authorization from Student Records. I further understand that I am responsible for arranging to meet all obligations, financial and otherwise, to the college.

Student Signature _____ **Date** _____

FOR OFFICE USE ONLY

Received by Student Records: _____ **Date**_____

SRO Activation Date_____ **Holds Checked**_____ **Initials**_____

Student Notified _____

Revised 10/2010