



OKLAHOMA CITY COMMUNITY COLLEGE SUSPENSION APPEAL FORM

Student ID#	First Name	MI	Last Name		
Address		City		State	Zip
Home Phone Number			Mobile Phone Number		

SUSPENSION APPEAL CHECKLIST - STUDENT SUSPENDED AT OCCC

Please be aware that as a student on Suspension at OCCC you are required to provide the items listed below prior to submitting this suspension appeal. Additionally, for those students who have not sat out the required 16-week semester your justification for submitting a suspension appeal must fall into one of the categories below to be eligible for review by the Suspension Appeals Committee. **If you have met terms of your academic suspension by sitting out a 16-week semester, then you are only required to provide information in SECTION 1 and can disregard SECTION 2.**

Required Documents

SECTION 1 OF 2

- I understand that transcripts from ALL institutions must be submitted to be reviewed for an appeal to be reviewed
- Letter of Suspension Appeal that provides detailed justification for Admission/Readmission (**Letter must explain circumstances of suspension, along with information or plans which reflect your commitment to future academic success.**)

Justification for Submitting Appeal

SECTION 2 OF 2

Check the box that relates to the justification for your appeal

- | | |
|--|---|
| <ul style="list-style-type: none"> Death of an Immediate Relative Serious Illness Severe Financial Distress | <ul style="list-style-type: none"> Unexpected Substantial Family Obligations Personal Crisis Direct Significant Work Conflicts |
|--|---|

I understand that I must provide documentation to support my Appeal. (My appeal will not be reviewed unless documentation is included to support my letter of suspension appeal)

I certify that all information given here is complete and correct to the best of my knowledge. I understand that failure to provide transcripts from all previous attended colleges or the submission of false information associated with this appeal is grounds for denial and immediate suspension.

Student's Signature: _____ Date: _____



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