



LONG BEACH
CITY COLLEGE

DEGREE APPEAL

ADMISSIONS AND RECORDS

IMPORTANT: Please fill out the form carefully. Submit the completed degree appeal to Admissions and Records: admissions@lbcc.edu A Records Specialist will review the appeal and then forward to the committee. **Documentation is required.**

LAST NAME: _____ FIRST NAME: _____ MI: ____ STUDENT ID#: _____

EMAIL: _____ PHONE: _____

TYPE OF APPEAL: APPEAL COURSE APPEAL REQUIREMENT

REASON FOR APPEAL (attach supporting documentation):

STUDENT SIGNATURE: _____ DATE: _____

RECORDS SPECIALIST REVIEW:

REQUIREMENT/COURSE: _____ MET NOT MET

Comments:

SIGNATURE: _____ DATE: _____

OFFICE USE ONLY: APPEAL COMMITTEE

REGISTRAR, ADMISSIONS AND RECORDS

GRANTED COMMENTS: _____

DENIED REASON: _____

SIGNATURE: _____ DATE: _____

DEAN COUNSELING AND STUDENT SUPPORT SERVICES OR DESIGNEE

GRANTED COMMENTS: _____

DENIED REASON: _____

SIGNATURE: _____ DATE: _____

ACADEMIC DEAN

GRANTED COMMENTS: _____

DENIED REASON: _____

SIGNATURE: _____ DATE: _____