

Continuous Eligibility Appeal Process

Alabama Community College Systems (ACCS) states that students that do not make a grade of C or higher or withdraw from a course will not be eligible to enroll the following semester, the student will be placed on suspension for one (1) semester. A deadline to have all appeals in will be set for each semester. If the student chooses to submit an appeal to the Continuous Eligibility Appeal Committee they must do the following:

The student submits an appeal letter to dual.appeal@wccs.edu. The appeal packet will include:

1. WCCS unofficial transcript (student can log into their MyWallace account and print)
2. Appeal letter – student must submit
3. Continuous Enrollment Appeal form (high school counselor has a copy if not, please contact Mrs. Kateri Lee, kateri.lee@wccs.edu)

*Incomplete packets will not be reviewed

The Continuous Eligibility Appeal Committee will meet and will be presented with the appeal packets. The committee votes approved or denied. All committee members sign the Continuous Enrollment Appeal Form. The Committee notifies the high school counselor of the decision. If the student is denied the student will not be eligible to enroll for the following semester. If student is approved high school counselors must send over eligibility form and the student will be registered.

- Students that serve the suspension will be eligible to reapply for dual enrollment pending high school GPA.
- Dual Enrollment only pays for a course one (1) time. If a student withdraws or fails a course, they must go through the committee to see if the class will be paid for a second time.