

Petition

For office use only

Date received _____

Staff _____

Semester/Year _____ Date _____

Name _____ Student Identification Number _____

Address _____

City _____ State _____ Zip _____

Telephone _____

I request the following exception(s) to the academic policies of the college as outlined below.

(Student: Provide explanation. Please state specifically and completely what you are petitioning. If you are requesting an exception to a specific policy, please cite the policy. State what action you want the college to take on this petition and why you feel this petition should be granted.)

Explanation Or Reasons _____

List Supporting Documents Attached _____

Student Signature _____ Date _____

Advisor Signature _____ Date _____

Submit all copies of this form to the Records Office when completed. All supporting documents must be attached.

Action by Administration

Approved _____ Not Approved _____ Approved with Conditions _____

Explanation of Conditions:

Signature _____ Date _____

Records Office Action:

Date _____