Received by
(clerk's initals)

Student I.D. #

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
ADMISSIONS/RECORDS

❑ SAC
❑ SCC

PETITION FOR EXCEPTION TO ACADEMIC REGULATION

To the Admissions and Guidance Committee: _____ / _____ / _____
Major / Major Code / Catalog Year

_____ / _____
Student's Name / Telephone

_____ / _____ / _____ / _____
Street / City / State / Zip

PLEASE OBTAIN SIGNATURE of INSTRUCTOR, COUNSELOR or DIVISION DEAN before submitting petition. This signature does not necessarily indicate approval of the student's petition.

NOTE: Requests for grade changes must be made to the instructor. Instructor must come to the Admission/Records Office to make the official change.

I hereby petition to _____
(state specific request)

_____

_____
(write on reverse side, if necessary)

Reason for request _____

_____

_____

Justification _____

_____

SIGNED BY STUDENT _____ DATE _____

REVIEWED BY: INSTRUCTOR _____ DATE _____

COUNSELOR _____ DATE _____

DIVISION DEAN _____ DATE _____
(Required for curriculum changes in student's major field of study before submitting to Admissions/Records office.)

Comments _____

_____

DO NOT WRITE BELOW THIS LINE

Action taken _____ Date _____

Student notified _____ Date _____ By _____