



Imperial Valley College

Student Petition

Student: Please follow instructions as indicated and submit to Admissions & Records, Building 10.

PART I. TO BE COMPLETED BY STUDENT

NAME _____
(Print) First Middle Last

Student ID # G00 _____ **Daytime Telephone (____)** _____

IVC Email: _____

I HEREBY PETITION FOR THE FOLLOWING: (Please fill out one petition per request)

	<p>Academic Dismissal Appeal <i>A student has the right to appeal a proposed dismissal action if the student feels that facts exist that warrants an exception to the dismissal action. The student must file the written petition of appeal to the Admissions & Records Office within 10 instruction days after the dismissal notification. If the student fails to file a written petition within 10 instruction days, the student waives all future rights to appeal the dismissal action.</i> 1) Written statement as to why the appeal is being requested. 2) Supporting documentation to verify your statement.</p>
	<p>Catalog Rights Requesting to Retain Catalog Rights for the YR _____ <i>Student must have active application and have completed all courses for degree for requested catalog year.</i></p>
	<p>Early Finals (Final Course CRN: _____ Date: _____ Time: _____ Room: _____) Instructor Signature _____ <input type="checkbox"/> Agree as submitted <input type="checkbox"/> Disagree</p>
	<p>Excused Withdrawal Semester: Fall__ Winter__ Spring__ Summer__ Year__ Requires documented evidence which must be attached. If you receive Financial Aid, an appointment with Financial Aid is required before submission of this petition. FA Signature _____ Date _____</p>
	<p>Military Withdrawal Requires documented evidence of orders (<i>attach a copy</i>).</p>
	<p>Petition Appeal (for items on this form only) I wish to appeal decision on previous petition. Submit a copy of denied petition and indicate reason you wish to appeal the decision, and attach supporting documentation.</p>

Student Signature _____ Date _____

PART II – A&R USE ONLY

<p>OFFICE USE ONLY</p> <p><input type="checkbox"/> Approved (Add SPACMNT Comments) <input type="checkbox"/> Denied (Add SPACMNT Comments)</p> <p>Signature _____ Date _____</p> <p>Referred to Admissions, Registration and Petitions Appeals Committee Action taken: _____</p> <p>Student Notified by: <input type="checkbox"/> Letter <input type="checkbox"/> Email <input type="checkbox"/> Phone <input type="checkbox"/> In person</p> <p><i>To Office Assistant for Scanning and Indexing</i></p>	<p>DATE STAMP RECEIVED</p>
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