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|---|-----------------|--|---------------|-----|
| Name (Last, First, MI) | | Banner ID # | | |
| Local Address | Street | City | State | Zip |
| Phone Number | | Alamo Colleges Email address (example: jdoe@student.alamo.edu) | | |
| <p>Instructions: By submission of this petition, you agree to the following:</p> <ul style="list-style-type: none"> • Be SPECIFIC and CLEAR in your request. • It is the student's responsibility to ensure that all the required documentation is turned in at time that the Petition is submitted. • Petitions for academic terms that are over one year from the current term will not be reviewed. Example: Issues occurring in Spring 2010 will not be heard on a Petition submitted in Spring 2016. • This petition is NOT for Grade Change Requests, Three-Peat Rule, or any departmental decisions made based on state or federal guidelines that the department must abide by. • A student requesting to drop one or more courses must meet with their instructor and counselor prior to completing this petition. If applicable, please attach any documentation you would like the committee to review. • A student requesting a back-dated withdrawal understands that he/she may be required to repay Financial Aid received from San Antonio College if this petition is granted. This amount could be the sum of federal, state, external, institutional aid awarded. <p>Once completed, petitions are submitted to the Student Conduct & Title IX Office, Nursing & Health Allied Complex 101. The student will be notified via their Alamo Colleges email address once a decision has been rendered.</p> | | | | |
| Today's Date | Type of Request | | Semester/Year | |

Reason for petition _____

Complete on back if necessary

Student's signature

Overall Committee Action/Recommendation and Justification (additional notes should be included in SPACMNT):

Approved Denied Not Applicable

Committee members present (initials):

Notes: