

Received by: _____
Date: _____

Grossmont College General Petition

Petitions must be submitted to the Admissions and Records office by Tuesday for committee review on Wednesday.

Name _____ Student ID _____
Address _____ Date of Birth _____
City _____ State _____ Zip Code _____ Phone _____
Email: _____ Major: _____

Note we will only email the current email address on file with the Admissions & Records Department. You can update your email on Web Advisor/Self-Service.

All Petitions must include a typed/written personal statement and any necessary evidence.

Reason for Petition (Check all that apply):

___ **Late Withdrawal with Refund and No "W"**: State the course name, semester and year that you are requesting for a late withdrawal. Late withdrawals are only allowed under extenuating circumstances with proper documentation.

Semester/Year	Course Title

___ **Late Withdrawal**: No refund and a "W" will be on transcript. This includes a medical withdrawal which includes a "W", no refund and all classes in the semester. Relevant documentation must be attached.

Semester/Year	Course Title

___ **No-Show**: State the course name, semester and year that you claim to have never attended. Submit the petition to the Instructor or Department Chair for verification below or include a letter of non-attendance from the Instructor as documentation.

Semester/Year	Course Title	Instructor/Department Chair Signature	Date

___ **Course Repeat**: A course in which a grade of "C" or higher was earned or a course in which three standard enrollments (D, F, NP, W) were earned.

Course Title

___ **Grossmont College Promise Grant (AB 19/AB2)**: Proof of missing document(s) attached: ___ FAFSA ___ Pledge ___ Orientation ___ Education Plan or request to be under: ___ Units **or** ___ Minimum 2.0 GPA

___ **Other**: Please clearly print/type your request on a separate piece of paper.

Student Signature _____ Date _____

ADMISSIONS USE ONLY

___ APPROVED Admissions Dean/Designee _____ Date _____
___ DENIED Reason for Denial: _____
___ TABLED Action: _____
___ OTHER _____

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Please use this space to include a complete statement to support any claims for your petition.