

Student Petition

Please complete the following. PRINT legibly and clearly.

Student ID Number

(A&R Staff Only)

Received by/date:

NAME _____

DATE _____

DAY PHONE _____

*Students will be notified of petition outcome via your **LRCCD Email Address**.*

① **Action Requested** (please check) **Semester/Term Applicable:** Summer Fall Spring Year: _____

Catalog rights Late degree petition Pass/No Pass after Deadline OTHER (describe below)

② **Student's Justification of Request** (Be specific and attach supporting documentation.)

Student's Signature _____ Date _____

③ **Required Additional Signature (see instructions on other side):**

COUNSELOR/AREA DEAN RECOMMENDATION -

Recommend Do Not Recommend

Signature/Date _____

Administrator Use Only

Petition has been reviewed and request has been:

No Action Taken

Approved

Denied

Administrator's Signature

Date

Processed

E-mailed

Action Taken

Processor's Initials/Date & Comments

Student Petition Instructions

PURPOSE OF THE FLC STUDENT PETITION

The Student Petition provides students an opportunity to request action that is normally not permitted by state law, district policy or college practices and procedures. See the FLC Catalog for policies related to your request.

INSTRUCTIONS

- Complete student information section at top of petition and Sections ①, ② (be specific and attach supporting documentation), and Section ③ if applicable (counselor or area dean).

Please turn in student petition to the FLC Admissions & Records office, or at the Student Services offices at EDC or RCC. Or Email to Admissions@flc.losrios.edu.

PLEASE NOTE: You will be notified by e-mail of action taken within 5 business days after you have submitted your Petition.