

Request for Exclusion of Academic Record



PLEASE NOTE:

Approval of this request means the grade will not be included in the computation of your grade point average. The grade(s) and course(s) will continue to be listed on your permanent academic record and on any transcripts.

Social Security Number - - Telephone _____

Name (print) _____
Last First Middle

Address _____
Number and Street, Apt. Number, Box Number, etc. City State Zip

Request

Give reasons and supporting documents — courses and semesters involved should be clearly identified.

YEARS FIRST ATTENDED: From _____ To _____

LATEST PERIOD OF ENROLLMENT: From _____ To _____

YEARS NOT ATTENDING: From _____ To _____

INITIAL PROGRAM _____

CURRENT PROGRAM _____

Signature _____ Date _____

Office Use Only

Request approved Request disapproved See comments

Comments _____

Signature/Title _____ Date _____