



All follow up communications are sent to your Compton College email account.

The General Petition may not be used for a Grade Change if the student received a grade of A, B, C, D, F, Pass, No Pass, Credit, or No Credit

Complete all requested information and attach supporting documentation if necessary. If there are extenuating circumstances you wish to have considered, explain this under the "Explanation or Comments" section on the reverse side of this form and attach supporting documentation. Please type or print all information legibly. Be sure to sign and date this petition. Allow 30 – 90 days for processing petitions. Students petitioning for a current term or session, allow 30 – 90 days after the end the term/session.

Student ID: _____ Date of Birth: _____ Today's Date: _____
Last Name: _____ First Name: _____ Middle Initial: _____
Address: _____ City: _____ State: _____ Zip: _____
Telephone: _____ Email: _____
Student Status: _____ Current Student _____ Former Student

Indicate reason(s) for petition

- 1. No Show Drop or After the Drop Deadline: This petition is to affirm you did not appropriately drop a course and NEVER attended the class. You received a "W" and are petitioning to have the "W" removed.
2. Drop After the "W" Deadline: This petition category requires you to submit documentation supporting the extenuating circumstances that prevented you from dropping your class(es) on or before the deadline date.
3. Refund of Fees: A petition for a refund after the deadline will only be accepted due to extenuating circumstances. Documentation of these circumstances must be attached to this form.

List below the classes impacted by this request:

Table with 5 columns: Semester, Year, Course Name & CRN, Instructor's Name, Grade Received. Contains 6 empty rows for data entry.

4. Other (Please specify): _____

Explanation or Comments: (use additional paper if necessary)

Student's Signature

Date

For Office Use Only

Received by: _____

Date: _____

Comments to student:

Director or Registrar: _____ () Approved () Denied () Pending

Date _____

Office actions required:

