

Academic Appeal Form

Rhode Island College Registrar's Office

Section A: Student Information

Full Name :

Student ID# :

Full Address :

Email Address:

Major :

Advisor :

Purpose of Petition:

Request to take a course for the 3rd time

Course and Number _____

Request for retroactive withdrawal

Semester and Year _____

Course _____ All Courses ? _____

Requirements for Petition

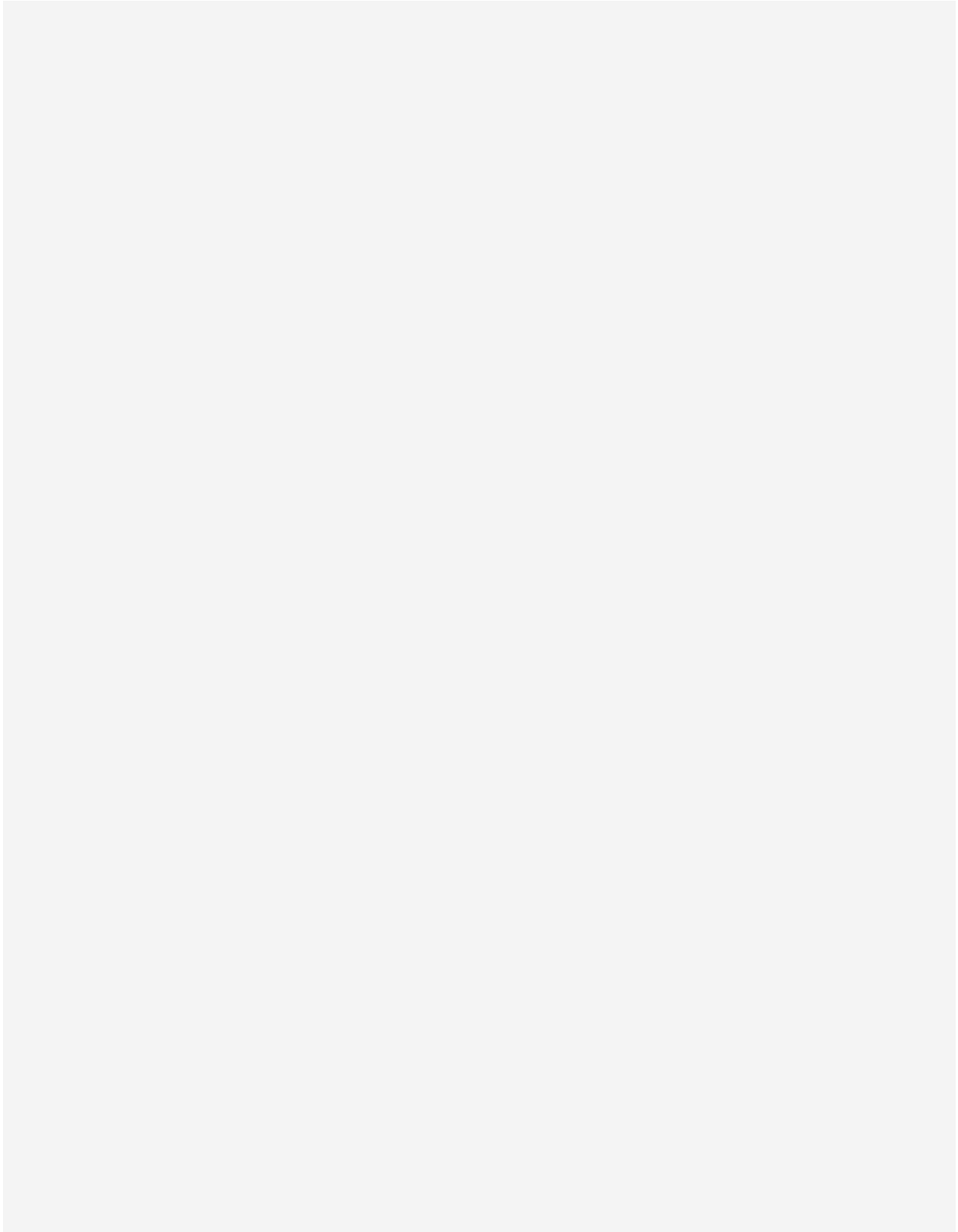
Student must complete Sections A, B, and C. Section D must be completed by a Faculty Advisor or Academic Advisor. Only appeal forms with all sections completed will be reviewed. Appeal forms should be submitted with any supporting documentation, to the Academic Standing Committee via email at: UGASC@ric.edu

Student Signature

Date

Section B: Explanation of Circumstances

Please give careful thought to the preparation of your statement on this appeal form so that the Academic Standing Committee will have a complete picture of the circumstances that lead to your situation. List all factors that contributed to your poor performance.

A large, empty light gray rectangular area intended for writing an explanation of circumstances. It occupies the majority of the page below the instructions.

Section C: Plan to Improve Academic Performance

Please provide a detailed plan to improve your academic performance if your appeal is approved. How will you address the issue(s) you experienced previously and what will you do differently this time to ensure your success?

Section D: Academic Advisor/Faculty Advisor Support

This section is to be completed by the student's Academic Advisor or Faculty Advisor. Please explain your reasons for supporting the student's petition to the Academic Standing Committee.

Faculty/Advisor Name (please print)

Date of Meeting with Student

Faculty/Advisor Signature

Date
