

Submit completed form to the Dean of Learning Support (D108) or fax it to 217-351-2595

## Parkland College

# PETITION FOR EXCLUSION OF INDIVIDUAL GRADES FROM ACADEMIC RECORD

Please note that only grades of **F** or **D** earned in courses which were required for graduation under a student's previous enrollment in a transfer or occupational program which are not required for graduation under the student's current occupational program are eligible for exclusion. For further information, please consult the Parkland College Catalog or see an academic advisor, counselor, or the Dean.

### STUDENT INFORMATION *(please print clearly or type)*

Last name \_\_\_\_\_ First name \_\_\_\_\_

Student ID \_\_\_\_\_ Daytime phone (\_\_\_\_\_) \_\_\_\_\_

Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

### PLEASE PROVIDE THE INFORMATION REQUESTED BELOW:

My current program of study:

\_\_\_\_\_

My previous program of study:

\_\_\_\_\_

List of courses to be excluded:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Student's signature \_\_\_\_\_ Date \_\_\_\_\_

#### FOR ADMINISTRATIVE USE ONLY

Approved  Denied  Pending (see comments) Effective Date: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_