

FORM AC FOUR

PETITION FOR RELIEF FROM THE RULES OF ATTENDANCE

IN THE MATTER OF _____ NO. _____
(Student's Name, Petitioner)

PETITION FOR RELIEF FROM THE RULES OF ATTENDANCE:

1. _____ is a _____ student. In a letter dated _____
(Name of Student) (Year and Division)

_____, 200__, the Petitioner was advised that he/she was in violation of the _____
(Month, Day)

rules on attendance established in Section 601 of the Academic Code. Specifically, the student missed more than twenty percent of the classes in Section _____ of _____, taught by Professor _____.
(Name of Course) (Name of Instructor)

2. Petitioner violated the rules on attendance for the following reason(s):

(Here state the reasons for the absences. If medical or psychological incapacity to attend is claimed, Petitioner must attach signed statements from the attending physician, psychiatrist or hospital records showing admission, etc. in support of medical or psychological claims.)

Date: _____, 200__.
(Month, Day)

SIGNED: _____
(Petitioner)