



# MENLO COLLEGE

## Office of the Registrar

1000 El Camino Real  
Atherton, CA 94027  
650-543-3737 (phone)  
650-543-4103 (fax)

## Academic Petition

A student who has evidence of special circumstances that may render a college policy or procedure inappropriate may petition for special review of his or her case. Petitions are reviewed and decided by the Faculty Appeals Committee. The decision of the Faculty Appeals Committee is final. In rare instances when additional evidence is available, the Academic Dean will review a decision of the Faculty Appeals Committee.

### File this Petition in the Registrar's Office.

Name: \_\_\_\_\_ Date: \_\_\_\_\_  
(please print legibly) last first middle

Student ID: \_\_\_\_\_ - \_\_\_\_\_ Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ - \_\_\_\_\_

### Please send results of petition to (check one):

Campus Box: \_\_\_\_\_

Current Address: \_\_\_\_\_  
number and street apartment/box

\_\_\_\_\_ city state zip

I request permission to: \_\_\_\_\_

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

(attach additional sheets and/or supporting documents if necessary)

Reason for petition: \_\_\_\_\_

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

(attach additional sheets and/or supporting documents if necessary)

Student Signature: \_\_\_\_\_

Advisor Comments: \_\_\_\_\_

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

Advisor Signature: \_\_\_\_\_