

LOS ANGELES PIERCE COLLEGE - PETITION TO REPEAT A CLASS

Student's Last Name, First Name _____

Phone Number _____

Today's Date _____

88- _____
Student ID Number

Student's Signature

Use this petition to request one of the following:

- † Fourth enrollment in a class you have taken three times and received a grade of D, F, No Credit or No Pass each time. You must explain the extenuating circumstances you feel warrant a fourth repetition.

If your petition is granted, the following conditions will apply:

a) **This will be the only class you will be allowed to enroll into in the semester in which you decide to repeat the class.**

b) **You must repeat the class in a full-term semester, either Fall or Spring.**

- † Enrollment in a class you have taken and received a passing grade. You must explain the extenuating circumstances you feel warrant a repetition.

If your petition is granted, the new grade will be excluded from your grade point average.

The deadline to submit a Petition to Repeat a Class is TWO (2) WEEKS prior the beginning of the semester. No exception can be made to this rule.

If your petition is granted, you will have last priority in the enrollment of classes and you must obtain an add permit from the instructor of the class and submit it to Admissions and Records along with this petition.

Attach documentation of extenuating circumstances. If you need more space, continue on the back. You will receive a response by mail.

Class to be repeated: _____

-----DO NOT WRITE BELOW THIS LINE-----

ACTION

REMARKS: _____

_____ Approved

_____ Denied

By _____

Date _____
