

Information

2017

ed:

Late Add-

	Department Prefix (ex. HSC)	Number (ex. 100)	Section (ex. J2)	Credit Hours
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Instructions:

Complete all sections of this form.

Provide a personal statement explaining, as concisely as possible, your request. Address your letter to the Graduate Appeals Committee.

Your letter should be typed, double spaced, and limited to one side of one page. Please print your letter in black ink and sign handwritten letters will not be accepted;

Ensure supporting document is included such as statements from instructors, feedback from your faculty advisor, medical documentation, other pertinent documentation to your request as applicable

Deliver completed petition, personal statement, and supporting documentation to the attention of:

Graduate Appeals Committee **Dr. JUDGXDW HIGB D Q U H P D L O W R**

Note: A \$ late fee will be applied to your account for any approved schedule changes made after the add/drop deadline for the current