

Academic Petition



Submit this form to request a waiver to an ATC academic policy. This form cannot be used to appeal a final grade assignment. For concerns about a grade, please contact the course instructor.

Name: _____ Student/Star ID#: _____

Email: _____ Phone: _____

Program Major: _____

Semester (select one): Fall Spring Summer Year: _____

Select request:

Waive program requirement

Repeat course a third time

Waive credit requirement

Other: _____

Provide the reason and rationale for your appeal and attach supporting documentation. If requesting a waiver, attach copies of any non-MinnState transcripts that may be relevant to your request.

Student Signature: _____ Date: _____

Submit completed form to academic.affairs@anokatech.edu or Academic Affairs, Room 117. Results will be communicated via email within 2 weeks of submission.

College Use Only:

Reviewer Recommendation: *Approved* *Not Approved* *Approved with conditions*

Reviewer Comments: _____

Reviewer Signature: _____ Date: _____

Academic Dean Recommendation: *Approved* *Not Approved* *Approved with conditions*

Academic Dean Comments: _____

Academic Dean Signature: _____ Date: _____

Results sent to student by: _____ Date: _____

Records Office: Process by: _____ Date: _____

Anoka Technical College is an affirmative action, equal opportunity employer and educator and a member of Minnesota State. Accredited by the Higher Learning Commission. Disclaimer, Non-Discrimination Statement, Student Consumer Information such as graduation rates and median debt, can be found here: anokatech.edu/AboutATC/Disclosures. This document is available in alternative formats to individuals with disabilities by calling the Minnesota Relay Service at 7-1-1 or 1-800-627-3529.