



Antelope Valley College

EXTENUATING CIRCUMSTANCES PETITION
ADMISSIONS & RECORDS

3041 West Avenue K
Lancaster, CA 93536-5426
(661) 722-6300 ext. 6504

Name: Last First M.I. Student I.D. Number
Address: Street City Zip Telephone Number

This petition is a formal request for an exception to or waiver of college policies and/or procedures. State your request and extenuating circumstances in as much detail and as clearly as possible.

Table with 4 columns: Semester/Year, Course Reference Number, Course Number, Instructor

Clearly state your request and explain the extenuating circumstances. Attach a continuation page if necessary.

Student's Signature Date

BE SURE YOU MAINTAIN A CURRENT ADDRESS ON FILE WITH OUR OFFICE.

INSTRUCTOR/DIVISION DEAN (Obtain instructor or Division Dean's comments/verification if necessary to support this petition.)
Recommend Approval Recommend Disapproval
Comments:
Instructor/Division Dean's Signature Name/ Title Date

ADMISSIONS & RECORDS DEPARTMENT USE ONLY

Approved Disapproved
Comments:
Dean, Enrollment Services Signature Date