

# CERRITOS COLLEGE

## PETITION TO THE ACADEMIC RECORDS AND STANDARDS COMMITTEE

### Course repetition

**PLEASE PRINT CLEARLY**

NAME: \_\_\_\_\_ STUDENT NO. \_\_\_\_\_  
Last Name First Name M.

Address: \_\_\_\_\_  
No. and Street City /State Zip Code

Phone No. \_\_\_\_\_ Email \_\_\_\_\_

**This request is for the Committee to consider:** (Please submit one petition per course)

**EXEMPTION- EXCESSIVE REPEAT POLICY:**

Attach supporting documentation and explanation.

**Attach a copy of un-official transcripts**

**I have taken the course**

- twice and received letter grades of "D" and/or "F"
- taken the course twice and received "W's" for both attempts
- taken the course and received both a letter grade and "W"

Semester for Approval \_\_\_\_\_

Course Name & No. \_\_\_\_\_

**COURSE REPETITION:** Upon approval, \_\_\_\_\_  
The most recent grade and grade points  
will be counted in computing Cerritos  
College grade point average. \_\_\_\_\_  
PAST GRADE (Term /Yr) NEW GRADE (Term/Yr)

The above statements do not apply, I would like the committee to consider the following:  
Please attach supporting documentation.

\_\_\_\_\_  
Student Signature Date

**Committee Action:**  Approved  Denied

**Comments:**

\_\_\_\_\_  
College Official Date

