

Course Repeat Appeal

To appeal to repeat a course for the fourth or subsequent time:

- In addition to this completed form, provide an advisor reviewed plan that outlines how you will ensure you are successful in the course (study skills, tutoring, limited course load etc...)
 - A plan can be a letter signed by your advisor, an email from your advisor's Chemeketa email to registrar@chemeketa.edu, or a detailed note from your advisor in ChemekNet.
- Submit request to Enrollment Services no later than 5 business days before the term you wish to enroll.
- Results will be emailed to your Chemeketa email account within one week.

Student ID (K#): Date: - -

Name: _____
Last, First, Middle

Address: _____
Street, City, State Zip

Course Subject & #: _____ Term: _____
(example MTH 095) Term & Year (example Fall 2014)

Describe the extenuating circumstances that have prevented your success in this course:

Describe how you have addressed these issues so that you can be successful in this course:

Advisor reviewed plan provided by: _____ Letter _____ Email _____ ChemekNet Note

Office Use Only			
<input type="checkbox"/> Approved	<input type="checkbox"/> Deferred	<input type="checkbox"/> Denied:	Date: _____
<input type="checkbox"/> Email	<input type="checkbox"/> TGACOMC	<input type="checkbox"/> ChemekNet	<input type="checkbox"/> Repeat Override