

# Request for Grade Exclusion

## Walla Walla Community College

Form is available at the Office of Admissions and Records  
or on the website [wwcc.edu/admissions](http://wwcc.edu/admissions)

Student Name: _____
SID # _____; Social Security # _____
Birthdate: _____; Campus: <input type="checkbox"/> Walla Walla <input type="checkbox"/> Clarkston <input type="checkbox"/> Correctional Facility
Signature _____

Review the Grade Exclusion Policy in the catalog or on the web ([http://www.wwcc.edu/CMS/fileadmin/PDF/grading\\_policy.pdf](http://www.wwcc.edu/CMS/fileadmin/PDF/grading_policy.pdf)) to ensure these are your wishes. If you have questions, please call the Instruction Office: 509-527-4289.

I am petitioning the Academic Standards Committee to exclude grades from my record that I earned at Walla Walla Community College from \_\_\_\_\_ through \_\_\_\_\_  
Quarter Year  
\_\_\_\_\_. I believe I meet the criteria of the Grade Exclusion Policy, which are:  
Quarter Year

- At least three calendar years must have passed without the student's having been enrolled at WWCC;
- Grades to be excluded must have been awarded prior to the minimum years of absence;
- The student must demonstrate an ability to improve by completing at least 24 credits with a cumulative gpa of 2.0 or higher since returning to the College.
- Only exclusion of all grades in the quarters prior to the absence will be considered; petitions to exclude singular courses within a quarter or singular quarters will not be considered.
- Only grades earned at WWCC can be removed under this policy.
- Only one such exclusion is permitted per student.
- These courses and credits may not be reinstated.
- These courses and credits may not be used as prerequisites.
- These courses and credits may not apply toward degree or certificate completion requirements.

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### Decision of Academic Standards Committee

The Academic Standards Committee  grants  does not grant this request.  
Reason(s) for not granting request:

Signed: \_\_\_\_\_, \_\_\_\_\_; \_\_\_\_\_  
Name of Officer of Academic Standards Committee Title Date signed