

Third (or More) Attempt Appeal



To appeal for a third attempt at a course, please fill out this form. Email your completed form to the UW Extended Campus Registrar's Office at registrar@uwex.wisconsin.edu. Your appeal will be reviewed by the Academic Director, and you will be notified of a final decision by email. Please reach out to your Success Coach (SC) with questions about the appeal process.

Name:

Campus ID:

University Email:

Phone Number:

ASC Name:

Degree/Certificate Program: _____

Course Name/Number:

1st subscription period (1st attempt at course):

Grade Earned:

2nd subscription period (2nd attempt at course):

Grade Earned:

Intended 3rd Attempt:

Steps for Appeal Letter

1. Reflect on the reasons you were not able to successfully complete your course within your first two attempts.
 2. Describe the extenuating circumstances that prevented you from finishing the course, and what steps you will take to be successful if approved for a third attempt.
 3. Identify specific resources or tools you will use to successfully complete your course.
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Student Signature

Date

For office Use Only:

Appeal Decision: Approved Denied

Decision Date:

Rationale if denied: