ABSENCE APPEAL

Student Application

Senatobia Campus

Complete this form then save it and email to afletcher@northwestms.edu

APPLICANT INFORMATION	
Student Name	**Contact number**
Student ID	
Course Name	
Instructor Name	

STUDENT EVALUATION: Please complete area below. How you respond will influence whether or not you are readmitted into the class.

Reason for Missing Deadlines	Check those that Apply	Documentation Available	
		Yes	No
Illness	☐	☐	☐
Death	☐	☐	☐
Military Service	☐	☐	☐
Computer Issues	☐	☐	☐
Other	☐	Explanation:	

ADDITIONAL COMMENTS. *Explain below why you feel you should be admitted back into the class (use back if necessary):*

FOR ADMINISTRATIVE OFFICE USE ONLY

DATES OF ABSENCES:

IS THERE A POSSIBILITY OF THE STUDENT PASSING? (Please Explain)

IS THE INSTRUCTOR WILLING TO ALLOW THE STUDENT TO RETURN TO CLASS? OR WITHDRAW FROM CLASS?

APPLICATION FOR APPEAL

☐ **IS DENIED** ☐ **IS APPROVED**

STUDENT SIGNATURE: _____ **DATE:** _____

SIGNATURE OF EVALUATOR: _____ **DATE:** _____

PRINTED NAME OF EVALUATOR: _____