2017-2018 NOTIFICATION FOR APPEAL OF HOURS

This form is to confirm that due to situations beyond the student’s control, all hours were not reflected at the end of add/drop. A Dean, Professor, or Academic Advisor should provide a brief, but specific description as to why the student had to add classes after the drop/add period. The Deadline to turn in this form is the last day of classes for the semester affected.

*Students who register for classes on the last day of drop/add may also need this form completed.

Reason: Completed by Dean, Professor, or Academic Advisor: ________________________________

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Ref. # Course

Department Representative Title

Telephone Number Department

OFFICE USE ONLY!

__________________________________________
__ Approved ____ Denied ____ Cancelled ____# Hours

___ Pell ____ BF ____ FSAG ____ FGEN ____CDDV

___________________________________________________________________________

Staff Date

Florida State University’s Use of Social Security Number policy is available at http://registrar.fsu.edu/bulletin/undergrad/info/university_notices.htm