



Dual Enrollment Petition

Instructions:

1. Dual enrollment students whose HCC GPA has fallen below 2.0 must petition to be reinstated into the program. These students should complete parts A, B, and D of this form.
2. Dual enrollment students who wish to be reinstated and who also wish to retake a course (students requesting Grade Forgiveness opportunity) must complete parts A, B, C, and D of this form.
3. A dual enrollment student who only wishes to retake a course (students requesting Grade Forgiveness opportunity) needs to complete parts A, C, and D of this form. Only one course may be retaken while the student is enrolled as a dual enrollment student.

For public school students, the School District of Hillsborough County and Hillsborough Community College will review the petition and determine the outcome. Private school and homeschooled students will be reviewed by HCC only. This form should be submitted to the HCC dual enrollment office. Forms that are missing information will be returned to the student to complete prior to being considered.

Part A. Student Information

Student Name:		E-mail		Date
HCC Student ID			State Student ID	
Street Address & Apt/Unit #:			City:	State:
			Zip:	
Phone:	Dual Enrollment Student Type: <input type="checkbox"/> Public School <input type="checkbox"/> Private School <input type="checkbox"/> Home Education <input type="checkbox"/> Charter School <input type="checkbox"/> Early Admit			
High School:	Grade Level:	Expected Date of HS Graduation:		

Part B. Petition for Reinstatement (Complete this portion if your HCC GPA is below a 2.0) Current HCC GPA:

Indicate why you should be reinstated into dual enrollment and what steps you will take to improve your performance. Use additional pages as needed.

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Part C. Course Being Petitioned for Grade Forgiveness		Current High School unweighted GPA: (Attach high school grade summary with this petition if you are a public high school student)	
Course Prefix/#:	Section #:	Term:	Final Grade Earned:
<p>Indicate why you should be approved to retake the course, and the steps you will take to improve your performance. Use additional pages as needed. If you are a public high school student, please include a copy of your high school grade summary with this petition.</p>			
Part D. Student Certification and Signature			
I certify the information contained and attached to this document is correct.			
_____		_____	
Student Signature		Date	
Part E. Appeal Outcome:			
_____		Title: _____	
Signature of HCC Representative		Date	
_____		Title: _____	
Signature of HCPS Representative		Date	
Notification of the outcome of the appeal will be e-mailed to the student at his/her Hawkmail address.			