



GENERAL PETITION
Office of Admissions and Records

For Office Use Only:
Intake Clerk:
Logged:

Name: Last First Student ID #:
Address: Number Street E-mail:
City State Zip Code Contact Number:

Directions: Completed Petitions needs to be submitted to Admissions with supporting documentation. Student will be notified in writing or through email within 10-15 working days.

I request: (Check appropriate box and explain below in detail.)

- Academic Credit (Military, Police Academy)
Enrollment Error: Semester & Year Course Section #
Replacement of AA degree Certificate:
Pickup Mailed to following address:
Area of Emphasis for local / degrees outside of LACCD (transcript must be attached)
Other:

Reason / Problem: BE SPECIFIC - Attach copies of all pertinent documents. (Use reverse side if additional space is needed.)

Blank lines for providing details on the reason/problem.

Student's Signature: Date:

FOR OFFICE USE ONLY
Notice sent:
Approved Denied No Action
Signature: Date: