

Appeal Form

MACAAC: Mass Communications Academic Appeals Committee

Please type or print clearly. Completed form should be hand carried to: Professor Paula Otto, Associate Director, School of Mass Communications, Temple 2216. YOU MUST CALL 828-2660 AND SCHEDULE AN APPOINTMENT TO MEET WITH PROFESSOR OTTO TO SUBMIT YOUR APPEAL.

STUDENT INFORMATION

Name _____ Date Submitted _____

Address _____ VCU Student or SS Number _____

City/State/Zip _____ MASC Sequence _____

VCU e-mail _____ Cumulative GPA _____

REQUEST

State your request in one *succinct* sentence. For example: *"I request permission that MASC 451 (Portfolio II) be waived as a requirement for my graduation."* Or, *"I request permission to take MASC 333 (PR Writing) as a co-requisite, rather than a pre-requisite, to MASC 335 (PR Production.)"*

RATIONALE

Briefly explain why your request should be approved. If necessary, you may attach a separate letter explaining your extenuating circumstances, but you should still complete this section .

TRANSCRIPTS

_____ I have attached a complete copy of my VCU transcript.

Do Not Write Below This Line

Committee Action: Approve / Deny

Date: