

HUNTINGDON COLLEGE

DEPARTMENT OF EVENING STUDIES

1500 EAST FAIRVIEW AVENUE
MONTGOMERY, AL 36106-2148

OFFICE OF THE REGISTRAR
334/833-4532/ (F) 334/833-4313

PETITIONING OF THE TERMINAL RESIDENCY POLICY

Instructions: Complete your portion of this form, attach appropriate documentation (e.g. application for credit elsewhere, etc.), and submit it to your academic advisor. Once the Office of the Registrar has received an approved petition, your file will be updated to reflect this approval. Once a decision has been received an email will be sent to your Huntingdon email account. Please allow at least 10 business days for your petition to be processed from the date of receipt. For some petitions, a longer time frame may be necessary in order to make an informed decision.

Full Name _____ System ID _____

Permanent Address _____

Contact Phone number (_____) _____ HC e-mail _____

Explanation/reasoning for necessity of policy reconsideration (please feel free to use separate sheet of paper if needed):

Description of any attached documentation concerning requested consideration:

Signature: _____ Date: _____

Yes, *I support* this petition No, *I do not* support this petition

Advisor signature: _____ Date: _____

Yes, *I support* this petition No, *I do not* support this petition

Director, Evening Studies signature _____ Date: _____

Yes, *I support* this petition No, *I do not* support this petition

SBPS School Dean signature _____ Date: _____

Approved Denied

Provost Signature: _____ Date: _____

Original to Registrar's Office Notification of outcome