

**NORTH IDAHO COLLEGE  
OFFICE OF THE VICE PRESIDENT FOR INSTRUCTION  
INSTRUCTIONAL PETITION FORM**

Name: \_\_\_\_\_

SSN#: \_\_\_\_\_ Phone # (Home) \_\_\_\_\_  
or (Work) \_\_\_\_\_  
Student ID#: \_\_\_\_\_ (Other) \_\_\_\_\_

Address: \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip: \_\_\_\_\_  
(Address Correction Requested: YES NO)

Semester (pertaining to concern): Fall Spring Summer (circle one) Year: \_\_\_\_\_  
Degree Seeking: AAS – AA – AS  
Certificate: \_\_\_\_\_

**Criteria for Petition for Instructional Issues include, but are not limited to: (please circle)**

- Instructor Concerns
- Change of Grade
- Academic Sanctions \*
- Other \_\_\_\_\_

**The Statement of Appeal must contain the following information (attach separate paper):**

- The student's name, local address and telephone number (use this form)
- A statement of concerns regarding the original decision;
- Arguments supporting the student's position;
- A statement of the requested solution;
- All relevant supporting documentation

Student's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Division Chair's Signature (optional): \_\_\_\_\_

Instructor's Signature (optional): \_\_\_\_\_

\* Academic Sanctions: See Academic Integrity (Student Code of Conduct and NIC Policy 5.06.01)

**DO NOT WRITE BELOW THIS LINE**

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**Request is:** \_\_\_\_\_ **Approved** \_\_\_\_\_ **Disapproved** \_\_\_\_\_ **Referred to:** \_\_\_\_\_

**Signature:** \_\_\_\_\_  
**Vice President for Instruction** **DATE**

Distribution: As appropriate  
Created: 2007