

## INSTRUCTOR'S SUPPLEMENT TO APPEAL

Student's Last Name

Student's First Name

Student's 8-digit CUNYfirst ID or 9-digit SSN

The above mentioned student is appealing to the Committee on Academic Standing for a Withdrawal after the deadline. The student has presented reasons (and has produced documentation) to support this request. Please be aware that the grade of "W" will not be considered by the Committee on Academic Standing without your approval. On the other hand, even if you agree to a "W" the Committee must still decide whether a "W" is warranted.

- A. Please indicate in the appropriate column whether or not you agree that the student should receive a grade of "W".
- B. It would be very helpful to the Committee on Academic Standing if you add comments/reasons in support of your decision and provide the student's last date of attendance.
- C. If Chair or Deputy Chair is signing in lieu of the instructor, please indicate the reason in the comments/reasons section.

Course/Section #1	Term/Year	Instructor Name	Agree (Yes/No)	Last Date of Attendance	Signature
Comments/Reasons:					
Course/Section #2	Term/Year	Instructor Name	Agree (Yes/No)	Last Date of Attendance	Signature
Comments/Reasons:					
Course/Section #3	Term/Year	Instructor Name	Agree (Yes/No)	Last Date of Attendance	Signature
Comments/Reasons:					
Course/Section #4	Term/Year	Instructor Name	Agree (Yes/No)	Last Date of Attendance	Signature
Comments/Reasons:					
Course/Section #5	Term/Year	Instructor Name	Agree (Yes/No)	Last Date of Attendance	Signature
Comments/Reasons:					