Missed Deadline Appeal Request

Name:_____ **Date:**_____
First Last

SSU ID#_____ **Phone#**_____ **Term: Fall** _____ **Spring** _____

Deadline Missed:

☐ Application ☐ Transcripts

☐ Test Scores ☐ Enrollment Reservation Deposit (ERD)

Document Delivery Type:

☐ Attached ☐ Faxed Date Requested: _____

☐ Electronic* ☐ Mailed Expected Receipt Date: _____

*electronic transcripts are only accepted from Parchment or e-Transcript CA

Explanation of Appeal Request: ☐ Letter of Appeal Attached

The letter of appeal should include information regarding the missed admissions deadline that you are appealing and the reason or circumstances that contributed to the deadlines not being met.

_____

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_____

Please select your class level and submit the following supporting documents along with this form.
Incomplete packets will be returned without being reviewed.

☐ **First Time Freshmen:**

- ☐ Official Test Scores
- ☐ Letter(s) of Recommendation
- ☐ Official 7th semester H.S. transcript with grades posted and work in progress listed.
- ☐ Disability Documentation *(if applicable)*

☐ **Transfer Students:**

- ☐ Official college transcripts with Fall grades posted. List Colleges:
  _____
  _____
  _____
- ☐ Verification of future term enrollment
- ☐ Disability Documentation *(if applicable)*

☐ **Post-baccalaureate:**

- ☐ Letter of support from the Graduate Program Coordinator
- ☐ Disability Documentation *(if applicable)*

Submit all documents to:

Sonoma State University
Attn: Admissions Office
1801 E. Cotati Avenue
Rohnert Park, CA 94928
FAX: 707-664-2060

Due to enrollment constraints all appeals will be considered on a space available basis.
Committee decisions are final and cannot be appealed.