Missed Deadline Appeal Request

Name: ___________________________ Last: ___________________________ Date: ___________________________

SSU ID# ___________________________ Phone# ___________________________ Term: Fall _____ Spring _______

Deadline Missed:
☐ Test Scores ☐ Transcripts
☐ Other: ☐ Enrollment Reservation Deposit (ERD)

Document Delivery Type:
☐ Attached ☐ Faxed Date Requested: ______________
☐ Electronic* ☐ Mailed Expected Receipt Date: ______________
☐ Mailed

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 Support
• Official H.S. transcript with grades posted and work in progress listed
• Disability Documentation (if applicable)

Lower Division Transfer:
• Official Test Scores
• Official final H.S. transcript
• Official college transcripts
• Verification of current and/or future term enrollment
• Letter(s) of support
• Disability Documentation (if applicable)

Upper Division Transfer:
• Official college transcripts with Fall grades posted
• Verification of current and/or future term enrollment
• Letter(s) of support
• Disability Documentation (if applicable)

Graduate:
• Letter of support from the Graduate Program Coordinator
• Disability Documentation (if applicable)

Submit all documents to:
Sonoma State University
Attn: Office of Admissions 1801 E Cotati Ave 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.