COLLEGE OF THE CANYONS

Admissions & Records

REQUEST FOR WORK IN PROGRESS

Semester/	Гегт	Year			
Student Name		First		Middle	Today's Date
Birthdate			oer		
TO THE IN	ISTRUCTOR:				
	nt named above has requ course ID, units and gra	ade to date Stev	e in the appro en Erwin	opriate colun	-
		Asso	ociate Dean 1	Admissions, 1	Records, and Veteran Services
CLASS CODE	COURSE ID	UNITS	GRADE TO DATE	INSTR	UCTOR SIGNATURE
ТО ТНЕ ST	'UDENT				
It is your r	esponsibility to see that				ur instructors. It is also your questing this information.
STUDEN	T SIGNATURE:				

7/23/2009 A&R 014 Work in Progress

How this form is handled once a student turns it in at COC

- 1. The student fills out the form completely and turns it in to an A&R staff member.
- 2. This form will be attached to a Repeat Petition or is turned in as a work in progress from another college.
- 3. If this form is turned in with the Repeat petition, please see the repeat petition instructions.
- 4. If this form is turned in as a work in progress from another college, it should be filed in the "work in progress" folder at the front counter.

How this form is handled once a student turns it in at CCC

- 1. The student fills out the form completely and turns it in to an A&R staff member.
- 2. This form will be attached to a Repeat Petition or is turned in as a work in progress from another college.
- 3. If this form is turned in with the Repeat petition, please see the repeat petition instructions.
- 4. If this form is turned in as a work in progress from another college, it should be document imaged and mailed to COC.

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