## MINNESOTA WEST COMMUNITY & TECHNICAL COLLEGE TRANSFER EVALUATION APPEAL

Fill out the form completely, sign and date where indicated.

- 1. Obtain the appropriate signatures from your instructor and/or advisor.
- 2. Return completed form to your campus CEO. A copy of your request will be returned to you indicating the action taken.

**Student Tech ID** \_\_\_\_\_\_ Many colleges/universities use Social Security numbers for student identification purposes on student records. Providing your Social Security number is voluntary. If you do not provide this number, your petition will still be processed. This data is requested for purposes of administration, program evaluation and consumer and alumni data. Your number also may be used to create summary information about system programs through data matches with other state agencies.

Name				Major	
Street, RR, a	and/or PO Box N	umber City		State	Zip Code
Phone		Email		Date Su	bmitted
Campus: Centers:	Canby 🗌	Granite Falls	Jackson 🗌 Fairmont 🗌	Pipestone	Worthington

Attach a copy of your transcript from your prior institution, and a course syllabus for the course in question.

Use this space to provide supporting information of your petition, including what Minnesota West course you would like credit for, and why you believe your previous course is equivalent to the Minnesota West course. Attach additional sheets if necessary.

tudent Signature		Date	
structor/Advisor Signature		Date	
Approv	ed 🗌 Denied		
dministrative Signature	Date		
Approv	ed 🗌 Denied		
comments:			

Copies: Student, Registrar-Worthington, Campus CEO/Student File, Provost

If you are not satisfied with the College President's appeal decision, you may continue the appeal at the Minnesota State College and University system level. Refer to MnSCU Procedure 3.21.1 found on www.mnscu.edu for specific appeal information.