

Early College Programs – Petition Form



1600 South 25th East, Idaho Falls, ID 83404
Email: ecp@cei.edu Phone: 208-535-5309

College of Eastern Idaho Early College Program requires that high school students meet minimum qualification standards, deadlines, and program regulations. Students are allowed to petition for an exception to program rules by completing this form and **including documentation to support their request**. Petitions are considered by a college review committee and/or CEI administration officials to determine if an exception is merited. Petitions can be submitted by email to ecp@cei.edu, uploaded in the student's CEI DualEnroll account, or delivered in person. Incomplete submissions will not be considered.

***** Petition forms must be completed by the student. All petitions must include a current high school transcript.*****

Student Name: _____ CEI ID#: _____

High School: _____ HS Grad Yr: _____ DOB: _____

Student Email: _____ Phone: _____ Term/Year: ____ / ____

Course(s): _____

I am requesting an exception to the following Early College Program regulation:

Please mark all the apply AND use lower box to describe your request.

- ☐ Age Restriction
- ☐ Credit Load Restriction
- ☐ GPA Requirement
- ☐ Deadline Exception
- ☐ Other: _____

Using the textbox below, describe the extenuating circumstance that prevented timely action on your part, or what justifies your request for an exception to the college rule. Additional documentation must be included to support your claim (doctor's note, letter from school administration, proof of prior correspondence, etc).

All petitions require a current high school transcript and supporting documentation.

- ☐ Yes, I have included a current transcript
- ☐ Yes, I have included supporting documentation

Please explain (in detail) why you are seeking an exception to the rule:

This area cannot be left blank. Attach additional paper if needed.

Student Signature: _____ Date: _____

REVIEW COMMITTEE USE ONLY:

Decision: _____ Approved _____ Denied _____ Additional Information Requested

Explanation: _____

Additional Reviewer (if needed): _____ Title: _____ Date: _____

Early College Director: _____ Date: _____