



MADISON COLLEGE

Program Admission/Petition Appeal Form

INSTRUCTIONS - Program applicants who have been notified that admission requirements have not been met may appeal the decision and request re-evaluation of their application and credentials

Students that have unsuccessfully petitioned to a program may appeal the decision one time and request re-evaluation of their petition requirements. Only students that petition and receive a letter indicating that an appeal is an option are eligible to appeal their petition decision.

The [Admission Appeal Process](#) web page provides information on appeal timeframes and options. Students are required to review this web page prior to appealing.

If you were not admitted because of residency, please review the [Residency Determination](#) web page for additional information and to submit the [Residency Re-determination Form](#) (PDF, 884KB) with all supporting documentation by the application deadline.

STUDENT INFORMATION

Name _____ Email Address _____
Student ID _____ Date of Birth _____ Telephone _____
Mailing Address _____ City _____ State ____ Zip Code _____

PROGRAM APPLICATION INFORMATION

Reason for Appeal: Admission Decision Re-apply with new information/credentials Petition Decision

Program _____

Admission Application/Petition Year and Term: Year _____ Fall Spring Summer

Credentials for Review (Check all that apply): Test Scores College Transcripts High School Transcripts

Additional Information - Use the space below to provide the following information:

1. Details regarding which components of the above credentials should be reviewed.
2. An explanation of how the component serves to meet a specific admissions requirement.
3. The location and date for each course and/or test scores referenced.
4. Any additional information necessary to assist Admissions in reviewing your eligibility for admission

I understand that the determination made regarding the appeal is final.

Student/Applicant Signature _____ **Date** _____

SUBMISSION INSTRUCTIONS

Please allow up to four weeks for review of a Program Application Appeal. Determination will be sent by mail to the address provided or to your Madison College email. Please sign and submit your completed form in-person to Truax Enrollment Services - Room A1000, the Downtown Enrollment Information Center - Room D117, or any regional or metro campus office; by email to EnrollmentServices@madisoncollege.edu (print completed form, sign and scan) or by mail or fax to:

Address: Enrollment Services
Madison College
1701 Wright Street
Madison, WI 53704

Fax: (608) 243-4353

Questions? For assistance with this form, search FAQs or submit an Admissions question on [askMadisonCollege](#), contact Enrollment Services by phone (608) 246-6210, or visit in person at room A1000, Truax campus.