



Office of Admissions
3007 N. Ben Wilson, Victoria, TX 77901
Fax: 361-580-5500

Appeal Form

The Office of Admissions will only consider exceptions to its published policies and/or procedures based on a formal appeal filed by the student. ***Please attach this completed form as a cover sheet for your appeal.***

1. Complete the student portion of the form.
2. **Attach a letter** explaining and supporting your appeal. Your letter should be specific and include all relevant names, dates, and copies of correspondence, etc., which will assist the Office of Admissions in evaluating your appeal.
3. Return the completed appeal form, letter, and supporting documentation to the address or fax number listed above. Please allow three business days from date appeal is received in the Office of Admissions. You will be notified of the outcome by your UHV e-mail.

STUDENT INFORMATION			
Date:		Relevant Term:	
Name:		Student ID#	
Address:		City, State, Zip Code	
Preferred Phone:		2 nd Choice Contact:	
UHV E-mail Address:			
Note: All correspondence will go to your UHV E-mail account.			

- English Language Requirement: TOEFL waiver
- Admissions below minimum GPA
- Late Registration Fee
- Other

BOTTOM PORTION FOR OFFICE USE ONLY

Recommendations and comments:

- Approved
- Disapproved

Signature Title Date

Registrar's Signature Date