



Request for Third Enrollment (Second Repeat)

Email completed form to ARDOCS@glendale.edu or
Submit in-person at the Admissions and Records Office—Sierra Vista Building—3rd floor.

The purpose of this form is to request to repeat a course in which you have previously received two substandard grades (D,F, NP), two "W" (Withdrawal) grades, or a combination of both. Both previous grades must be officially posted before you may submit this request. Once your registration appointment begins, submit this form to the Admissions and Records Office via email or in-person.

Part I (Student)

Name: _____ Student ID #: _____

I understand that this will be my final enrollment in this course at Glendale Community College.

Student Signature: _____ Date: _____

Class Number (4-digit #)	Course Name	Units	Permission # (If class is closed)

Part II (Counselor)

Comments: _____

I verify that the student has previously received two substandard grades (D,F, NP), two "W" (Withdrawal) grades, or a combination of both.

Counselor signature: _____ Date: _____

Part III (Admissions & Records) Initials: _____ Date: _____

GCCD's Commitment to Equal Opportunity The District is committed to equal opportunity in educational programs, employment, and all access to institutional programs and activities.

The District, and each individual who represents the District, shall provide access to its services, classes, and programs without regard to national origin, religion, age, sex, gender, gender identity, gender expression, race or ethnicity, color, medical condition, genetic information, ancestry, sexual orientation, marital status, physical or mental disability, pregnancy, or military and veteran status, or because he/she is perceived to have one or more of the foregoing characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.

In addition, a lack of English skills will not be a barrier to admission or participation in the District's Career Education programs. Equal Employment Opportunity Officer & Title IX/Section 504/ADA Title II Coordinator Brittany Grice, Vice President, Human Resources EEO Officer & Title IX/Section 504/ADA Title II Coordinator bgrice@glendale.edu (818) 240-1000 ext. 5165