



**Administrative Appeals Request  
For Spring 2020 Pass/No-Pass ONLY**

**NOTE: Spring 2020 Pass/No-Pass appeals must be submitted BY MAY 29, 2020.**

Name: \_\_\_\_\_ Semester Appealing: Spring 2020  
Student ID #: \_\_\_\_\_ Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City, State, Zip \_\_\_\_\_

**Describe administrative policy that was misapplied:**

**What remedy are you seeking (by course):**

# Administrative Appeals Request for Spring 2020 Pass/No-Pass ONLY (continued)

Your rationale:

**Please be sure to attach any supporting documents regarding this appeal.**

**Signature:** \_\_\_\_\_  
*Must be signed by the student*

**Date:** \_\_\_\_\_

**Print the original document and submit a signed copy by email, mail, hand deliver, or fax to:**

ADMINISTRATIVE APPEALS COMMITTEE  
Robert D. Orr Center, Room 1075 Registrar  
8600 University Boulevard  
Evansville, IN 47712  
usiladappeal@usi.edu  
Phone: 812-464-1762  
Fax: 812-464-1911

In accordance with the Family Educational Rights and Privacy Act, no information in a student's educational records may be released to persons or organizations without the student's prior written approval.