



Student Request for Formal Hearing

Date: _____

To: Chairperson, Hearing Panel _____

From: (Student's Name) _____

Subject: Request for Hearing Concerning Student Education Records

I request a formal hearing concerning correction of what I believe to be inaccurate or misleading information, described below, contained in my education records.

Education Record Contested	Contested Information
_____	_____
_____	_____
_____	_____
_____	_____

Please notify me of the date, time, and place of the hearing. My address and telephone number follow:

Address: _____

Telephone: _____

Student's Signature: _____

The decision of the Hearing will be documented in the student's academic record upon completion of committee final decision.

Chairperson, Hearing _____
(Signature)