



# JOLIET JUNIOR COLLEGE

## Office of the Registrar

### STUDENT REQUEST FOR FORMAL HEARING

To: Chairperson, Hearing Panel

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

From: \_\_\_\_\_

(student's name)

\_\_\_\_\_

(social security/I.D. number)

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/  
Term/Year

Contested Information/Demographics

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

Address \_\_\_\_\_

City,

State,

Zip

Student's Signature \_\_\_\_\_

Telephone No. \_\_\_\_\_

#### HEARING DECISION

From: \_\_\_\_\_

(Chairperson Hearing)

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

To: \_\_\_\_\_

(student's name)

\_\_\_\_\_

(social security/I.D. number)

The decision of the Hearing is as follows:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Chairperson, Hearing \_\_\_\_\_

Return signed copy to: RECORDS OFFICE  
Joliet Junior College  
1215 Houbolt Rd.  
Joliet, IL 60431