QUEENS COLLEGE
UNDERGRADUATE SCHOLASTIC STANDARDS COMMITTEE (USSC)
65-30 KISSENA BLVD., FRESE HALL - ROOM 201
FLUSHING, NEW YORK 11367
TELEPHONE: (718) 997-4488 / FAX: (718) 997-4895 / EMAIL: QC_USSC@QC.CUNY.EDU

CUNY ACT READING, WRITING OR MATHEMATICS SKILLS TEST APPEAL FORM

Use this form to appeal your dismissal for failing to pass the CUNY ACT Reading, Writing or Mathematics Skills Test by your 60th credit.

Date: ____________________________________ I.D. #: ____

Name: ___________________________________ ____
(Last) (First) (M.I.)

Mailing Address____

E-mail Address: ____ Tel. No: _____________________

(Please add **QC_USSC@QC.CUNY.EDU** to your e-mail address book to ensure receipt of your USSC response.)

-

I have not passed the following test(s) for: Reading ________ Writing ________ Mathematics ________

Please scroll down and use the next page to fully explain the reason(s) why you are requesting this appeal. The reasons given in your statement must be supported with official dated documentation that is not returnable, but will be held in strict confidence. (The USSC may accept as documentation, 3rd party notarized verification of the events when official documentation may not be available.) NO EXCEPTIONS! Failure to submit documentation may result in the denial of this appeal.

The USSC will inform you of their decision by e-mail, usually within 7 business days after the receipt of your completed appeal. I have read and understand the above information:

Signature: ____ Date: _________________________
-

FOR USSC USE ONLY

ACT Appeal Request: Approved ______ Denied ______

Date: __________ E-mail/Letter Sent: _________ Must take ACT (Date): ________________________

USSC Comments: ____

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Date: _____ I.D. #: _____

Name: _____ _____ _____
(Last) (First) (M.I.)

USE THIS SPACE FOR YOUR STATEMENT