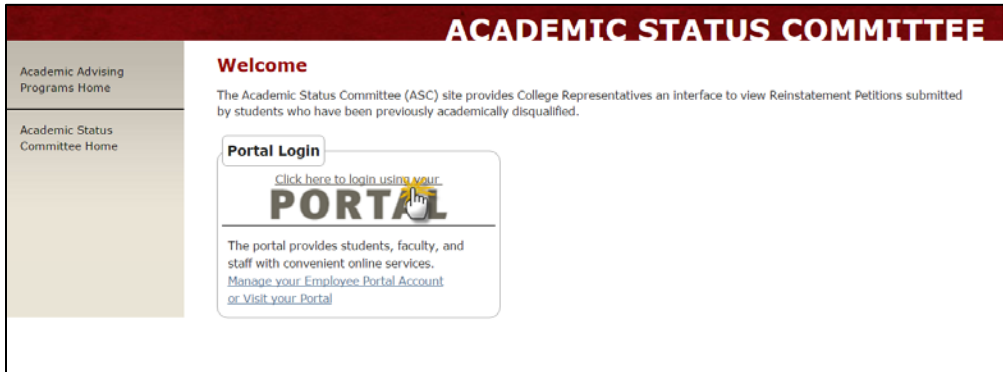
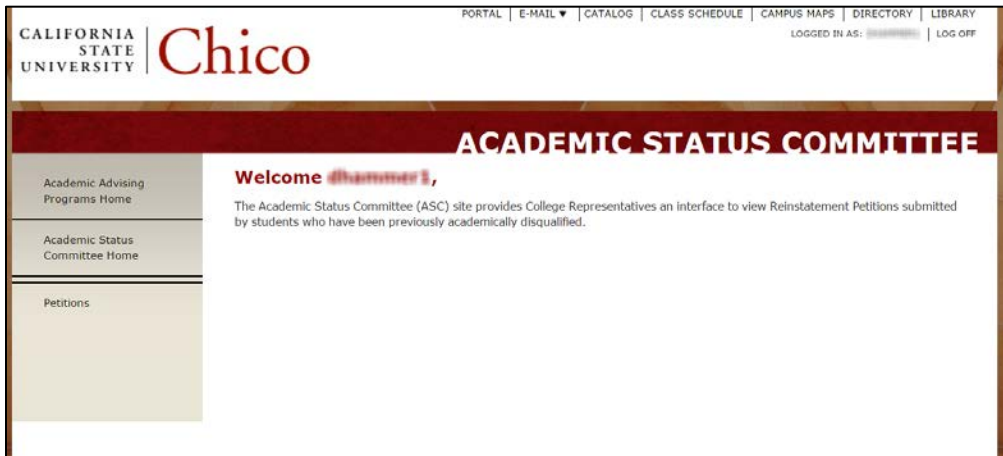


ASC System – Petition Review

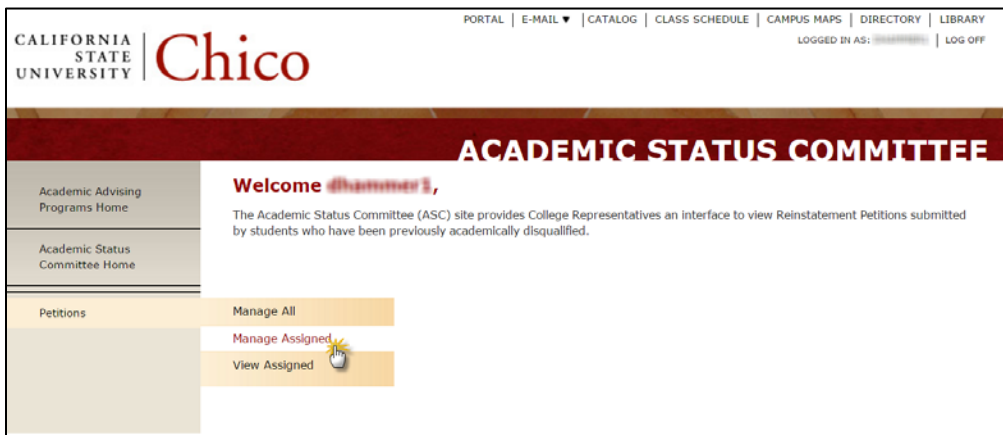
1. Follow link to: <https://emsint.csuchico.edu/AAP/AcademicStatusCommittee/>
2. Click to log-in using your portal ID:



3. You will see the screen below after logging in:



4. Hover your mouse over the petitions menu in the left hand navigation and select Manage Assigned:



5. All appeal petitions assigned to you will show in list format, select the current term from the “All Terms” drop-down list. To begin reviewing the appeal click “Edit”:

6. From this screen you can view petition details, committee members, documents such as the appeal letter and uploaded transcripts, classes taken at Chico State since disqualification (if any), courses in progress (if any), and committee petition notes.

7. Review the appeal letter, transcripts, and any work-in-progress. Clicking each document, will open a PDF.

Documents [Attach New Document](#)

Document Type	File Name	Last Modified	Action
Appeal Letter	AppealLetter.pdf	2016-02-29	Edit Delete
Transcripts	Transcripts.pdf	2016-02-29	Edit Delete

Classes Taken at Chico State Since Disqualification
No Classes Found.

Works In Progress [Attach New Work in Progress](#)

Educational Institution	Class Name	Class Title	Instructor Name	Action
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8. To add your notes after review, click “Attach New Note”, enter your note and click “Create.”

Committee Petition Notes [Attach New Note](#)

No Notes Found.

[Back to List](#)

ACADEMIC STATUS COMMITTEE

Academic Advising Programs Home

Academic Status Committee Home

Petitions

Petitions

Petition #1233: Emily Rodriguez

[Create New Note](#)

Note Entry

Feel student is good candidate for reinstatement. Would like to see current courses with a C or better and a mandatory advising session before registration.

[Create](#)

[Back to Edit](#)



Thank you for serving on the Academic Status Committee!