

MATHEMATICS PLACEMENT APPEAL FORM

Who Can Use This Form?

A student may appeal to be placed only one (1) course level higher than what is mandated by the test results. To appeal placement, a student must have completed both of the following:

- RVC Placement Test/ ACCUPLACER
- At least one level of mathematics beyond the one in which he/she was placed by the RVC Placement Test

How to Use This Form?

1. Attach the following documentation to the completed appeal form:
 - a copy of any transcript or grade report that is relevant to your appeal
 - ACT math score
2. Submit this completed form and attached transcript to the Math Department office by doing one of the following:
 - Delivering to the Math Department in JCSM 1015
 - Mailing to this address: Mathematics Department
ATTN: Mathematics Placement Appeal Committee
Rock Valley College
3301 N. Mulford Road
Rockford, IL 61114

NOTE: The appeal form and all required documentation **must be submitted no later than one (1) week before the start of the semester** in order for the appeal to be effective for that semester.

3. You will be contacted by letter when a decision is reached on your appeal.

Student Name: _____ Phone Number: _____

Address: _____

City: _____ State: _____ Zip Code: _____

RVC Student ID Number _____ Date of Placement Test: _____

In which math class do you want to enroll?* _____ For which semester? _____

Intended major or career goal? _____

Signature: _____ Date: _____

*The Mathematics Department recommends that students talk to an RVC counselor to determine what math course should be taken to start his/her program of study.

Appeal Statement

Please explain clearly and legibly why you feel that the results of the mathematics placement test do not accurately reflect your knowledge of mathematics. Give evidence that supports this conclusion.

NOTE: If you refer to courses taken in high school or elsewhere, it is very important that you attach a copy of your transcript or grade reports to this appeal form.

Office Use Only

TEST →	Arithmetic RVC.ARI01 RVC.AR09	Elementary Algebra RVC.MTH01 RVC.EA09	College-Level Math RVC.MTH02 RVC.CM09	ACT
DATE				
SCORE				