

Petition for Variance Form

Institution Ref. # _____

Name of Institution: _____

Institution Address: _____

City, State and Zip Code: _____

*** If this petition involves other campuses you must attach a copy of this form for each campus with your submission.

Pursuant to Section 10.5 of the NACCAS *Rules of Practice and Procedure*, the Commission may accept for consideration a petition for a variance of the *Rules* by an institution. Petitions must be received forty-five days prior to a scheduled meeting of the Commission unless there are substantiated special circumstances. The Commission will only accept petitions that include this form and the required information below:

- ___ 1. List the specific section of the *Rules* to be varied, including the section and number.
- ___ 2. Provide a detailed explanation of the institution's rationale and circumstances for the variance.
- ___ 3. Provide all documents used by the institution to support the request for a variance.
- ___ 4. The institution must submit nine (9) copies of the petition and supporting documentation in soft sided binders for easy review by the Commission.

I certify that the information provided herein is true and correct to the best of my knowledge and belief. I further understand that knowingly providing false or misleading information to NACCAS may result in the Commission taking adverse action against the institution.

Signed by:

Print Name

Title

Date

Note: All required documents must be submitted prior to Commission consideration.