

# Instructor Feedback Form



THE  
COLLEGE  
OF THE  
FLORIDA KEYS

This form must be initiated by the student and included with the Student Services Appeals Committee (SSAC) appeals below.

- Exception to the Refund or Withdrawal
- Reinstatement and Grade Issuance

*Student Services Appeals Committee may also utilize this request form for additional information.*

Student:

Student ID #:

Instructor:

Course:

Term:

Last day of attendance:

Current Grade:

Additional documentation attached: Yes    No

Comments (you may continue on the back side or attach a letter):

Instructor Signature:

Date:

**Submit your request for consideration to:**  
CFK Student Services Appeals Committee  
student.appeals@cfk.edu  
The College of the Florida Keys  
5901 College Road, Key West, FL 33040  
Phone: (305) 809-3215