

Appendices to the *Rules of Practice and Procedure*
January 2017

**Appendix #12 – Instructions For Submission Of Petitions For A Variance To The
NACCAS Rules, Appendices or Policies**

Pursuant to [Section 10.5](#) (see page 139) of the NACCAS *Rules of Practice and Procedure*, the Commission may accept for consideration a petition for a variance of the *Rules*, Appendices or Policies by a school. 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 are submitted in the following format.

1. List the specific section of the *Rules* to be varied, including the section and number.
2. Provide the institution's rationale for the variance.
3. Provide all documents used by the institution to support the request for a variance.