Student Petition

ACADEMIC REQUESTS ONLY

Received by Division		Received by Registrar	
Date	Initials	Date	Initials

Obtain recommendations from adviser and instructor/discipline/division/committee. Submit completed form to appropriate division office.

Name_____ID#_____Major_____

Campus Box#_____Email_____

Request:

Reason:

Student's Signature Date

Recommendation By Adviser

Adviser's Signature

Recommendation By Instructor/Discipline/Division/Committee

Signature

FOR OFFICE USE ONLY

VERIFICATION OF REQUEST:
- ❑ ADD CLASS LATE
- ❑ DROP CLASS LATE
- ❑ CHANGE LG TO PF BASIS LATE
- ❑ CHANGE PF TO LG BASIS LATE
- ❑ SUBSTITUTE COURSE FOR GENERAL EDUCATION
- ❑ SUBSTITUTE COURSE FOR MAJOR REQUIREMENT
- ❑ COUNT EXTRA PE OR ENSEMBLE CREDIT TOWARD GRAD
- ❑ WAIVE REQUIREMENT
- ❑ TAKE OVER 18 HOURS ( )
- ❑ PARTICIPATE IN COMMENCEMENT

ACTION:
- ❑ APPROVED DATE _____
- ❑ DENIED DATE _____
- ❑ DEFERRED DATE _____

BY:
- ❑ ACADEMIC COUNCIL
- ❑ CURRICULAR ADJUSTMENT COMMITTEE
- ❑ DIVISION/SCHOOL

FEE DUE _____

DATE NOTIFIED _____

REMARKS: