

STUDENT'S PETITION APPROVAL FORM

Student's Name		ID Number	
College		Major	
Semester		Year	
Academic Status			
Class	Freshman Sophomore Junior Senior Graduate		
Probation	Yes No # of Probations received [] CAS		
Credits Earned		# Registered Credits (Current Semester)	
CGPA		Current semester GPA	

Petition	
a. Subject of the petition:	
b. Reasons for the petition:	
Student's Signature:	Date:
Faculty Advisor Name:	Approve Do Not Approve
Justification:	
Signature:	Date:
Department Chairperson Name:	Approve Do Not Approve
Justification:	
Signature:	Date:
Recommendation of the College Dean	Approve Do Not Approve
Justification:	
Signature:	Date:
VP for Academic Affairs	Approve Do Not Approve
Justification and Conditions:	
Signature:	Date:

Because "I Care"

- I refer to the catalog section related to the petition to take informed decision.
- I verify information before signing the form.
- I clearly state the Justifications for the decision in reference to corresponding university rules.
- I review Student's Progress Report and attach it to the form if the decision is influenced by it.
- The Registrar's Office keeps the original signed petition and sends a copy to the students' College.