

**Petition to the Committee on Degrees:
Request for Exceptions to Degree Requirements**

Student: _____ **Student ID No.:** _____

(Please Print)

C.S. Box: _____ Local Phone: _____

Permanent Address: _____ Home/Cell Phone _____

Email: _____ Anticipated Graduation Date: _____

Major(s): _____ Minor: _____

The Committee on Degrees hears petitions for exceptions to degree requirements. Petitions must be neatly printed or typed on this form and turned in **one week prior** to the meeting in which they will be considered. No petition will be heard without the written opinion of the department or program most affected by the petition (see #3). It is the student's responsibility to contact the appropriate chair or program director. If you wish additional comments from your instructor, major advisor or others to be considered, have them complete #4 or attach supporting statement.

I would like to request (check all appropriate boxes that apply):

- | | |
|---------------------------------------|---|
| GER | Permission to exceed the 10-semester rule |
| Waiver | |
| Course Substitution | Waiver of the Senior Residency Requirement |
| | To take final 7 hours of elective credits elsewhere |
| Proficiency | To take last semester abroad |
| [Language, Writing Requirement, etc.] | To take last semester elsewhere in the U.S. |
| Waiver | |
| Course Substitution | |
| Major Requirements | Waiver of the 6-year rule |
| Waiver | |
| Course Substitution | Other _____ |
| Minor Requirements | |
| Waiver | |
| Course Substitution | |

Please include a copy of your degree evaluation with your petition. If you are asking for a course substitution, include a copy of the course syllabus with your petition.

1. State the specific degree requirements that you wish exemption from (for example, which GER? Which Major requirement?)
2. Explain the extenuating circumstances, which justify an exemption in your case (150 words maximum).
3. If you are asking for a waiver or course substitution for a GER, Proficiency, Major or Minor requirements, the department chair or the program director most relevant to the request must evaluate the request and sign the petition.

Chair or Director's Signature: _____ Date: _____

4. Additional information from instructor, major advisor, or others.

Signature: _____ Date: _____

I certify that, to the best of my knowledge, under the statutes of the Honor Code, my petition is a correct and complete representation of the facts.

Student's Signature: _____ **Date:** _____