

Petition to the Committee on Degrees: Exceptions to Degree Requirements

Student: _____ Student ID No.: _____
(Please Type)

C.S. Box: _____ Campus Phone: _____

Permanent Address: _____ Home Phone: _____

Email: _____ Major: _____ Anticipated Graduation Date: _____

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 most affected by the petition (see #4).

It is the student's responsibility to contact the appropriate chair or program director. If you wish additional comments from your instructor, concentration advisor or others to be considered, have them complete #5, or attach additional supporting letters.

Please attach a copy of your Degree Evaluation and complete the following:

1. State the nature of your request. Be sure to state the specific degree requirement(s) that you wish exemption from.

2. Explain the extenuating circumstances, which justify an exception in your case.

3. State who, if anyone advised you in this matter.

4. Department chair or program director's opinion (must be completed and signed by the chair or program director on this form or by memo to the Committee).

Department Chair or Program Director's Signature:

_____ Print: _____ Date: _____

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

Signature:

_____ Print: _____ 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: _____