

Petition for Exception

To: **The Academic Petitions Committee**

Date _____

Name _____
Last First

Student ID _____

Address _____
Street _____
City State Zip

Telephone _____

Major _____

Term Requested: _____

Email _____

I would like to petition for the following: (choose all that apply)

- Return to an earlier catalog for graduation purposes. Please indicate the catalog to which you want to return _____. Is this request for your major, for general education, or for both? _____
- Additional repetition of courses beyond the total allowable limit (28-units total: 16 Forgiveness & 12 Averaged)
- Repetition of courses beyond third attempt
- Additional withdrawal units ("W" grades) beyond the 18 semester units (28-unit quarter) limit
- Academic Renewal - removal of coursework, more than 5 years old, that is preventing graduation on a timely basis because one or more of the GPA's is less than 2.00
- Readmission to CSUB after academic disqualification.

On a separate sheet(s), please give the details and justification for your request. Be sure to address all of the items on the guidelines for your particular petition. If any part of your request deals with immediate graduation issues, you must attach a copy of your grad check response. **IMPORTANT!** All letters accompanying petitions must be typed and addressed to the APC. Handwritten letters will not be accepted, nor will our office accept petitions written with grammatical, syntactical, spelling and other errors.

Signature of Student: _____

Recommendation of Faculty/ Advisor in which petitioner's major falls (REQUIRED)

Support Don't support Comments: _____

Faculty/Advisor Signature: _____ Date Signed: _____

Printed Faculty/Advisor name: _____

Academic Petitions Committee Action: Approved Denied

Date: _____

Comments: _____

