

**University Petition**

- Student Instructions:**
1. Complete Parts A, B and C in their entirety;
  2. You **must** attach a narrative providing a clear rationale for your petition
  3. Attach relevant supporting documentation
  4. Submit petition to your college advisor
  5. Notification of petition decisions will be sent by mail – please ensure that your address in CampusNet is up-to-date

**Part A: STUDENT INFORMATION**

Name: _____		CSU ID: _____
Major(s): _____		Proposed graduation date: _____
Cumulative GPA: _____	Credit Hours Earned: _____	Term/Year: _____ / _____

**Part B: PETITION DETAILS**

- Waiver of a university requirement**  
Requirement: \_\_\_\_\_ Credit Hours: \_\_\_\_\_
- Application of an unapproved course to a university requirement**  
Requirement: \_\_\_\_\_ Course: \_\_\_\_\_ Term: \_\_\_\_\_
- Waiver of CSU residence requirement (transient status approval)**  
 Student with junior or senior standing seeking permission to attend another school
  - Junior standing                       Senior standing
  - 2- year school                               4- year school
 Institution: \_\_\_\_\_ Term: \_\_\_\_\_  
 Credit hours: \_\_\_\_\_ Course(s): \_\_\_\_\_
- Retroactive request** – courses are in progress or were completed in a prior term
- Restoration of university catalog rights** (Specify term / year of catalog rights to be restored) Term/Year: \_\_\_\_\_ / \_\_\_\_\_
- Other:** \_\_\_\_\_

**Part C: STUDENT SIGNATURE**

With my signature, I hereby authorize the University Petitions Committee to review pertinent academic records:

**Student Signature (required):** \_\_\_\_\_ **Date** \_\_\_\_\_

**Part D: ADVISOR COMMENTS**

I support \_\_\_\_\_ / I do not support \_\_\_\_\_ this petition.

**Attach a narrative outlining your reasons for supporting/not supporting the petition.**

**Advisor:** Name \_\_\_\_\_ Signature \_\_\_\_\_ Date: \_\_\_\_\_

**Part E: OFFICE OF THE UNIVERSITY REGISTRAR**

Date Received \_\_\_\_\_ Decision Date \_\_\_\_\_ Staff Member \_\_\_\_\_

- Approved \_\_\_\_\_
- Approved with condition(s) \_\_\_\_\_
- Deferred \_\_\_\_\_
- Declined \_\_\_\_\_