

**ACADEMIC PETITION**

Student's Name \_\_\_\_\_

Date \_\_\_\_\_

ID# \_\_\_\_\_

Freshman

Sophomore

Junior

Senior

Semester Applicable \_\_\_\_\_

SUBJECT OF PETITION - (check appropriate box)

A. Request for overload (Approval of Advisor, Provost or Registrar) (Additional fee required).

Course Title, Index Number \_\_\_\_\_

Reason \_\_\_\_\_

Number of hours above 18: \_\_\_\_\_

B. Request for withdrawal from course (Approval of Advisor, Instructor and Registrar).

Course Title and Index Number \_\_\_\_\_

Reason \_\_\_\_\_

Grade assigned by instructor \_\_\_\_\_ (according to college Catalog policy). Form must be submitted to the Registrar for entry on the same day as authorized by instructor.

I plan to make up these hours by \_\_\_\_\_

C. Request to take Transient work (Approval of Registrar). Minimum of C grade required to transfer.

College \_\_\_\_\_

Dept/Course # \_\_\_\_\_ Course Title \_\_\_\_\_ SMC Equivalent \_\_\_\_\_

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Dept/Course # \_\_\_\_\_ Course Title \_\_\_\_\_ SMC Equivalent \_\_\_\_\_

D. Request to take Individualized Study (Approval of Provost, Division Chair, Department Chair, Instructor and Registrar).

Course Name \_\_\_\_\_ Instructor \_\_\_\_\_

Course description attached

E. Other: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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Student Signature \_\_\_\_\_

Instructor \_\_\_\_\_

Division Chair \_\_\_\_\_

Provost \_\_\_\_\_

Department Chair \_\_\_\_\_

Registrar \_\_\_\_\_

Advisor \_\_\_\_\_