



### COURSE PETITION FORM

Please complete this form including your advisor's signature, which will be taken as an indicator that you have consulted with your advisor and have obtained his or her endorsement. Please email the completed form to the Student Affairs Administrator along with a copy of the course syllabus.

The Committee will meet to review petitions on a quarterly basis. To ensure timely review, petitions should be submitted by the following dates in advance of course registration: Tuesday prior to the start of Autumn Quarter registration, Tuesday of the 7<sup>th</sup> week in Autumn and Winter Quarters. It is strongly recommended that petitions be submitted in advance of taking a course.

<b>Name</b> _____	<b>UCID</b> _____
<b>Email</b> _____	<b>Year in Program</b> _____
<b>Adviser</b> _____	<b>Date</b> _____
<b>Petition addressed to</b> _____	

**Course you are petitioning to take:** \_\_\_\_\_

**Requirement you wish to count toward:** \_\_\_\_\_

**Present your case for approval of this petition.**

**Student's Signature** \_\_\_\_\_

**Adviser's Signature** \_\_\_\_\_

*Do not write below this line. For office use only.*

**Action Taken:**     **Approved**     **Denied**     **More information needed (see below)**

**Signature** \_\_\_\_\_

**Date** \_\_\_\_\_