

DEPARTMENT OF POLITICAL SCIENCE

**USE THIS FORM IF SPECIAL PERMISSION IS NEEDED TO ENTER A CLASS
(CLOSED CLASS, NOT ENOUGH CREDITS, LATE ADD, NOT IN MAJOR, TIME CONFLICT,
ETC.) PLEASE REGISTER BY THE THIRD DAY AFTER HANDING THIS FORM IN YOU CAN
REGISTER BY DOING A QUICK ADD WITH THE COURSE I.D.**

DATE _____ (IN CASE OF EQUAL CIRCUMSTANCES STUDENTS WILL BE ADMITTED IN
ORDER OF APPLICATION)

CLASS NUMBER _____ CLASS SECTION _____ COURSE ID _____ **MUST HAVE
IN ORDER TO PROCESS**

NAME _____ Phone _____

E-Mail _____

SOCIAL SECURITY OR TECH ID NUMBER _____

TOTAL CREDITS COMPLETED _____

CLASS STATUS (freshmen, etc.) _____

EXPECTED GRADUATION DATE _____

MAJOR _____ MINOR _____

REASON FOR PETITION:

1. GRADUATING SENIOR REQUIRED TO TAKE COURSE _____
2. ATTEMPTING TO COMPLETE COURSE SEQUENCE IN A MAJOR; FAILURE TO GET CLASS
WOULD INTERRUPT SEQUENCE _____
3. PREVIOUSLY ENROLLED IN THE COURSE BUT DROPPED DUE TO ADMINISTRATIVE
ERROR OR FINANCIAL AID PROBLEM _____
4. UNABLE TO ENROLL BEFORE CLASS SIZE LIMITS REACHED DUE TO MEDICAL OR
LEGAL CIRCUMSTANCES BEYOND YOUR CONTROL _____

OR OTHER REASON:

INSTRUCTOR APPROVAL _____ DATE _____

CHAIRPERSON APPROVAL _____ DATE _____