

Petition Request/Appeal Form

This form can be used for many of the requests through the School of Graduate Studies. Some of these requests could include course substitution, addition, or deletion for the program of study; change in the number of credits required for the program; change in culminating project (e.g., change from Plan A to Plan B); seek exception to graduate assistantship credit requirements; add a second or double major; change culminating project committee member(s); add transfer credits from another university not already listed on program of study, etc.

Please provide accurate and complete information on this form and obtain your advisor's signature. Submit the completed and signed form to the School of Graduate Studies.

Name: _____ Student ID No. _____

SCSU Email: _____ Preferred phone #: _____

Graduate Program: _____ Graduate Advisor: _____

What are you requesting/appealing?

Please state your petition request:

Please check the box if your explanation expands to the second page of the form.

My reason for making this request are as follows:

Please check the box if your explanation expands to the second page of the form.

Student Signature: _____ Date: _____

Graduate Advisor Recommendation

<input type="checkbox"/> Recommend	<input type="checkbox"/> Not Recommend
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Comments:

Graduate Advisor Signature: _____ Date: _____

School of Graduate Studies Decision

<input type="checkbox"/> Approved	<input type="checkbox"/> Not Approved
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Comments:

Graduate Dean Signature: _____ Date: _____

Please allow 10 business days for review and notification; an email with a decision will be sent to your HuskyNet e-mail.

Student Notified by: _____ Date: _____

