THE GEORGE WASHINGTON UNIVERSITY
SCHOOL OF ENGINEERING AND APPLIED SCIENCE

Petition for Exception to Stated Academic Policies 1/2007

INSTRUCTIONS:

1. Complete all requests for information in the white box below
2. Attach completed University and/or SEAS form(s) needed for the requested action
3. Attach all supporting documentation (e.g., Doctor's letter, relevant email correspondence, etc.)
4. Have your Faculty Advisor complete the 'Faculty Advisor Section'
5. Submit this form with attachments to the SEAS Associate Dean's Office—Tompkins Hall, Room 101

PETITIONS CAN ONLY BE MADE FOR THE FOLLOWING REASONS:

A. ADMINISTRATIVE REASONS (e.g., administrative errors related to registration, billing, or financial aid)
B. PERSONAL REASONS (e.g., mental or physical health problems, family issues)
C. ACADEMIC REASONS (e.g., delay or errors caused by academic advisor, curriculum changes)

Student Name:_____ **GWID:**_____
(please print clearly) (Last) (First)

Semester:_____ **Major:**_____ **Dept.:**_____

Level (circle one)**:** Graduate Undergraduate

EXCEPTION/ACTION REQUESTED:_____

_____

REASON CODE *(A, B, or C from list above)***:** ☐

EXPLANATION *(If additional space is needed, use the back of this form)***:**_____

_____

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_____

Student Signature:_____ **Date:**_____

THIS SECTION IS TO BE COMPLETED BY THE FACULTY ADVISOR

Faculty Advisor Decision (circle one)**:** Approve Disapprove

Faculty Advisor Signature:_____ **Date:**_____

THIS SECTION IS TO BE COMPLETED BY THE ASSOCIATE DEAN

Associate Dean Decision (circle one)**:** Approve Disapprove

Associate Dean Signature:_____ **Date:**_____

(Continuation of Explanation)