



Academic Policy or Curriculum Petition
OFFICE OF REGISTRATION AND RECORDS

Final approval will be made and communicated by the Office of Registration and Records.

Student Name (Print) \_\_\_\_\_

Verify ID: SAU ID# or last 4 of SSN \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Reason for Petition – Choose the option that best matches your request

Change catalogs for graduation. What catalog year would you like to change to (e.g. 2023-2024)? \_\_\_\_\_

Permission to participate in a Commencement other than the one you are cleared for.
a. Commencement you are cleared for: Fall Spring Year: \_\_\_\_\_
b. Commencement you would like to participate in: Fall Spring Year: \_\_\_\_\_

Request to take more than one online class (MAIN CAMPUS ONLY)
List course(s) prefix(es)/code(s), section number and semester (e.g. ENG 104-E3, Fall 2023) you wish to be registered for (Do not list courses you are already registered for.) \_\_\_\_\_

FOR ALL REQUESTS ABOVE, please explain in detail why you feel an exception should be granted.

Advisor Approval (Print): \_\_\_\_\_ Initial \_\_\_\_\_ Date \_\_\_\_\_

Allow a low grade to count toward graduation requirements. Which course? \_\_\_\_\_

Please explain in detail why you feel the exception should be granted.

Department Chair/Dean (Print): \_\_\_\_\_ Initial \_\_\_\_\_ Date \_\_\_\_\_

Other request not listed above. Please be very specific and detailed in your request.

Please explain in detail why you feel the exception should be granted. The registrar will consult with appropriate parties if necessary to make a decision.

To be completed by Registration and Records Staff: GRANTED DENIED Comments:

Signed: \_\_\_\_\_ Date: \_\_\_\_\_