



PETITION FORM – OFFICE OF REGISTRATION AND RECORDS

This form must be completed to request variation from the academic policies or requirements of Spring Arbor University. When the student has completed Section 1 and the advisor, section 2, the student returns the form to the Office of Registration and Records; who will route it as appropriate.

SECTION 1: To be completed by student

Student Name

SAU ID#

Classification: Freshman Sophomore Junior Senior Post BA
Location: Undergrad Campus Off-campus Teacher Edu. SAU Global or Online

If SAU Global, major, site and group # _____

Purpose of petition:

Reason for this special action: (If more space is needed, continue on additional sheet)

Student Signature

Date

SECTION 2: To be completed by Advisor or Department Chair

Advisor position: Recommend Do Not Recommend _____
Date

Advisor Rationale: _____

Advisor or Dept. Chair Name (please print)

Advisor or Dept. Chair Signature

SECTION 3: To be completed by Registrar

This petition is: GRANTED Comments:
 DENIED

Signed: _____ Date: _____