

The academic petition is used to request an exception to an **academic policy**. This form may not be used for either financial appeals or to challenge grades. Petitions may be initiated by the student or by the department and must be signed by the initiator and approved by the dean. To avoid processing delays, be sure to attach complete explanations and all relevant, supporting documentation.

**SEMESTER/YEAR** \_\_\_\_\_**STUDENT INFORMATION****CGU ID# 254**— \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_

Department \_\_\_\_\_ Degree Program \_\_\_\_\_

Current Address \_\_\_\_\_  
\_\_\_\_\_

E-Mail Address \_\_\_\_\_

**Academic Policy/Issue** \_\_\_\_\_**Reason** (*Attach a statement or additional sheets as needed*) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_**Student Signature** \_\_\_\_\_ Date \_\_\_\_\_**Advisor/Department  
Signature** \_\_\_\_\_ Date \_\_\_\_\_**Dean's Signature** \_\_\_\_\_ Date \_\_\_\_\_

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**DISPOSITION** Approved     Denied     Other

Signature \_\_\_\_\_ Date \_\_\_\_\_