

Academic Petition Policy

A student who wishes to be granted an exception to a general academic policy may file a Special Academic Petition with the University Registrar. The Special Academic Petition is to be used for policies relative to (a) registration deadlines; (b) eligibility for upper-division credit; (c) academic load; (d) transfer credit; (e) university honors; (f) general education requirements; or (g) any other general academic policy.

Action of the University Registrar: The University Registrar will either grant or deny the petition and will notify the student in writing no later than seven days after receiving the completed Special Academic Petition.

If a student is dissatisfied with the action of the University Registrar, the student may appeal the decision in accordance with the Academic Appeals Policy. The *First Appeal to Department Chair or Program Director* must be filed within twenty-one days of the action of the University Registrar.