



General Petition for Exceptions to Catalog or Policy Requirements

Use this form to petition for exceptions to Catalog or Policy requirements. If you have questions, please contact Records and Registration Office at (928) 428-8270 or (800) 678-3808, Ext. 8270.

Name:		
First	Middle	Last

Mailing Address:			
P.O. Box or Street, Apt. #	City	State	Zip

Student ID Number:	Local Telephone Number:	Major:
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Reason for Petition:

<input type="checkbox"/> Academic Probation <i>(limited to 16 credits)</i> <input type="checkbox"/> Extended Academic Probation <i>(limited to 7 credits)</i> <input type="checkbox"/> Course Overload <input type="checkbox"/> Test for Credit <i>(Credit by Departmental Exam)</i> <input type="checkbox"/> Credit For Apprenticeship Training, Licensing, or Other Agency Training or Examination o Include copy of license, training, etc. <input type="checkbox"/> Grade Change o To be filed within six months of the close of semester in which grade was received. o To be filed only after the student has discussed the grade in question with the instructor and the division chair.	<input type="checkbox"/> Prerequisite Override <input type="checkbox"/> Residency Classification o To be filed only after residency has been denied through Records and Registration. <input type="checkbox"/> Substitution in Requirement <input type="checkbox"/> Underage Petition <i>(under 14 years of age)</i> <input type="checkbox"/> Withdraw Without Record <input type="checkbox"/> Other
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If a Course Overload, Academic or Extended Academic Probation, please list the courses over the limited amount you would like to add:

Course Prefix/ Course Number	Course Title	Credits

Explanation of Petition – Please state your request and list all relevant facts and circumstances. Provide supporting documentation.
(Use back of the form for further explanation, if needed)

For Records & Registration Use:				For Academic Standards Appeals Committee Use:		
Date Received:		Date Notified:		<input type="checkbox"/> Approved <input type="checkbox"/> Denied	College Official/ Committee Chair:	Date:
Units passed last semester:		GPA:				
Cumulative Units:		Cumulative GPA:		Comments:		
Verification:						