



Undergraduate Student Petition

(When complete, forward to the Office of The Registrar)

Social Security Number: _____ Major: _____ Adviser: _____ GPA: _____

Student's Name: _____
Last First Middle

Mailing Address: _____
Street or P.O. Box City State Zip

Classification: (circle one) FR. SO. JR. SR.

Email Address: _____ Phone Number: _____

1. Request: (include reason) Consult academic adviser and attach additional sheet(s) if necessary.

 Student's Signature Date

2. Complete Sections 1 and 2 for petitions concerning Major Requirements, Area F, Exclusion, and other exceptions to Academic Policies not covered in #3 below.

Recommendation: Approval/Disapproval

Comments:

 Adviser's Signature Date

Recommendation: Approval/Disapproval

Comments:

 Department Chair of the major Date

Approved/Disapproved

Comments:

 College/School Dean of the major Date

3. Undergraduate CORE - Areas A, B, C, D, E, College Preparatory Curriculum, and Degree Requirement Exceptions: Complete section 1 of the petition and forward to Office of The Registrar, Parks Hall, or mail to Georgia College & State University, Office of The Registrar, Campus Box 69, Milledgeville, GA 31061. Petitions concerning Learning Support or Regents classes should be referred to the chair of the Academic Assistance Department.

Approved/Disapproved

Comments:

 Chair of Academic Assistance Department Date Registrar Date

Forward to the Office of The Registrar:

 Processed by Date

Appeal procedure: Should this petition be disapproved, students have the right to appeal to the Associate Vice President for Academic Services. For procedures see Right of Petition in the undergraduate catalog.

The student and adviser will receive a copy of this form after it has been processed by the Office of The Registrar. The college/school dean will keep a copy before it is forwarded to the Office of The Registrar.