GENERAL PETITION

A General Petition is used to request an exception to standard college policy such as missed deadlines, extending graduation, etc.

- You must discuss your request with a counselor 125 Academic Surge Facility A prior to turning in this form. You may make an appointment in person or call 255-2532.

Please complete the following:

Name: ________________________ Cornell I.D.# ______________ Email: ______________

Cum. GPA: ________ Major and/or Option: ____________________ Expected date of Graduation: ______________

Please list your current semester schedule as it appears on Student Center. Take a moment to confirm that this is your intended schedule for the semester.

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<th>SU/Letter</th>
<th>Credits</th>
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Request permission to: ____________________________________________________________

Explain the reason for this request. If more space is needed, please attach additional typed pages:

__________________________________________________________________________

__________________________________________________________________________

__________________________________________________________________________

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__________________________________________________________________________

__________________________________________________________________________

Student Signature ______________________ date ______________ *Counselor Signature ______________________ date ______________

*Please note that Counselor signature does not approve the petition. Signatures reflect that student and counselor met.

Petition #: __________
Counselor Comments: __________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

Registrar Comments: ________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

D.U.S. Comments: __________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________
__________________________________________________________________________

**Action:**

- To Department Director of Undergraduate Studies to Evaluate
- To Registrar/Assistant Registrar to Evaluate
- To Committee on Academic Status:
  Appointment Date/Time: __________________________

**Registrar Action:**
- o Approve
- o Deny

Signature __________________________
Title __________________________
Date _______________ ○ PeopleSoft

**DUS Action:**
- o Approve
- o Deny

Signature __________________________
Title __________________________
Date _______________

**CAS Action:**
- o Grant
- o Deny

Date __________________________