STUDENT ACTION:
1. Complete Section 1 and obtain support from faculty associated with petition.
2. Attach all necessary documents to support requested action: Add//Drop; Letter of Explanation; Additional Faculty support (if necessary) .
3. Submit Petition to Dean's Office where course is housed.

ROGER WILLIAMS UNIVERSITY
ACADEMIC STANDARDS PETITION
FOR
UNDERGRADUATE
AND
GRADUATE STUDENTS

SECTION 1	IDENTIFICATION

Name	ID#	Last Semester Enrolled	Date

Class □ FR □ SO □ GR □ JR □ SR	Advisor	School	College Program Ɗ Day Ɗ Cont. Studies Ɗ Graduate

Campus Box # Or Local Address	Receiving Financial Aid □ Yes or □ No Receiving Veterans Benefits □Yes or □No

Number/Title Of Course In Question (Attach List For Multiple Courses)	Instructor	Semester

Action Requested - check all that apply

Submit to Dean of School/College of course
□ Waive Registration Deadline
□ Extend Add Deadline Add Deadline for:_____
□ Extend Drop Deadline for :_____
□ Extend "W" Period Deadline
□ Waive Audit or Pass/Fail Policy
□ Change Letter Grade After 1 Semester (Excluding Incompletes)

□ Extend Change Of Grade Deadline (Incompletes)   Date Due:_____
□ Alter Permanent Academic Record (Add/Delete Course)
□ Other

Submit to Dean of School/College of course
□ **Request a Program Adjustment**
□ **Re-evaluate Transfer Course Equivalency**
□ **Other - Explain**

Student Signature	Date

SECTION 2	ADMINISTRATIVE ACTIONS

Faculty Remarks associated with course (Attach Letter if Necessary)   **If Add/Drop is needed attach to petition**

Faculty Support for Petition □Yes or □ No	Faculty Signature	Date:

SECTION 3	DECISION

Committee Remarks:

Date Student Notified of Committee Decision : _____   **Date Student Notified of Final Decision** _____

□ Approved □ Denied □ Tabled	Signature of Chair or Dean	Date

Financial Ramifications If This Action Is Approved: (Bursar)

□ Approved   □ Denied   **SIGNATURE:** _____

□ Approved □ Denied □ Return To School For Further Clarification	Date returned to school

Date Action Finalized/Registrar

Date Recorder Notified_____   Date Grad. Coor. Notified _____

Date Reg. Coor. Notified_____   Date Ac. Space Coor. Notified _____

Date Bursar Notified _____

Date Financial Aid Notified _____

REVISED 3/3/14