



PETITION FOR EXCEPTION FORM

This form is used to file a petition with the Doctoral Program in Educational Leadership to request an exception to the existing policies or guidelines, or to request that another review be considered following a previous decision made by the instructor or advisor. Complete this form in its entirety and attach any supporting documents as appropriate, along with other required forms. This petition is to be used only for matters that fall within the jurisdiction of the program or department. Student is responsible for filing other petition forms as necessary (e.g., transfer of credit, out of date validation, etc.) with the Graduate School or other appropriate offices on campus.

Name:	Student ID#:
Address:	
Phone:	Email:

Please check the box that pertains to your petition for exception.

- Admission to the Program
- Leave of Absence
- Change of Grade
- Transfer of Credit
- Course Substitution
- Continuation in the Program
- Other: _____

State clearly the purpose of the request and rationale for your petition. Attach documentation as appropriate to support the petition.

Director's Signature:

- Approved Denied

Signature:	Date:
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Dean's Signature:

- Approved Denied

Signature:	Date:
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**CC: Graduate School
Students File**