

PETITION FOR CHANGE TO ACADEMIC RECORDS

LAST NAME: _____ FIRST NAME: _____ STUDENT ID: _____

HOME ADDRESS: _____ PREFERRED PHONE: _____

STUDENT MAJOR: _____

The purpose of this petition is to:

Substitute a course in my major Substitute a general education requirement

Request waiver of a requirement _____

Accept a transfer course as: GenEd, Major, Elective _____

Transfer course _____ Institution _____ Wiley College Course # _____

Other _____

Describe reason for petition (attach supporting documentation if applicable):

Student Signature: _____ Date: _____

Advisor Signature: _____ Date: _____

Advisor's Recommendation/Comments:

Petition Approved by: Dean, Associate Provost and Provost

Approved Denied Dean Signature: _____ Date: _____

Associate or Assistant Vice Provost Signature: _____ Date: _____

Provost/Vice President Signature: _____ Date: _____

Approval for: _____

Registrar Signature: _____ Date: _____ Date Mailed to Student: _____

For Office Use Only: Initials _____ Date _____