



GRADUATE STUDENT PETITION

Students complete the petition in consultation with their adviser. The petition is used to request an exception to the Graduate College policies, requirements, or deadlines. After the adviser and department have made their recommendations, the Graduate Student Petition should be submitted to Graduate Student Academic Services, 204 Coble Hall, 801 South Wright Street (MC-322), Champaign, IL 61820. Please provide complete and thorough explanation and documentation of the reasons for your request to ensure speedy consideration. Lack of information may result in delays or denials of the request.

Form fields for UIN, E-MAIL ADDRESS, DATE OF BIRTH, TODAY'S DATE, LAST NAME, FIRST NAME, MIDDLE INITIAL, STUDENT'S CURRENT DEPARTMENT, STREET ADDRESS, DEGREE IN PROGRESS (MS, MA, PhD, etc.), TERM OF ADMISSION, CITY, STATE, ZIP CODE, DAYTIME PHONE, EXPECTED GRADUATION TERM.

INTERNATIONAL STUDENTS: What visa status do you currently hold (F-1, J-1, H1B, etc.)? \*\*\*\*\*

I am asking to be an exception to the following policy or deadline (please describe):

Empty box for describing the policy or deadline exception.

Please provide a complete explanation of why this exception should be considered:

Large empty box for providing a complete explanation of why the exception should be considered.

Student Signature and Date fields.

Please return completed Graduate Student Petition form and any supplementary documents to your current academic department office. The form will be routed for signatures from the appropriate individuals. Once all required signatures are obtained, your request will be forwarded to the Graduate College for review and final decision. The email address you provided above will be the email address that will be used to contact you about this request.

Graduate College Review:

Date Entered, Pre-Check initials, Date Notified/initials fields.

UIN: \_\_\_\_\_

Student's Name: \_\_\_\_\_

---

**INSTRUCTIONS FOR COMMENTS AND RECOMMENDATIONS**

---

**Comments and Recommendations** should be indicated below. The more unusual the request, the more detailed the comments should be. Petitions with minimal comments such as "support" may be returned for more detail. All petitions require a **minimum of two different signatures**. A signature from the student's adviser is required. The second signature must be from another person designated as being an "authorized signature" for graduate petitions. If relevant, please attach additional letters and forms.

**Required Signatures**

<b>Student's Adviser</b> Comments and Recommendations		
_____ _____ _____ _____		
Dept	Name (print or type)	Signature/Date

<b>Departmental Authorized Signature</b> Comments and Recommendations		
_____ _____ _____ _____		
Dept	Name (print or type)	Signature/Date

**Additional Signatures**

<b>Course Instructor</b> Comments and Recommendations		
_____ _____ _____ _____		
Dept	Name (print or type)	Signature/Date

<b>Second Department or College</b> Comments and Recommendations		
_____ _____ _____ _____		
Dept	Name (print or type)	Signature/Date

<b>Other</b> Comments and Recommendations		
_____ _____ _____ _____		
Dept	Name (print or type)	Signature/Date

Completed petitions should be submitted to:  
Graduate Student Academic Services, 204 Coble Hall, 801 South Wright Street, MC-322, Champaign, IL 61820.