# Student Petition Form

Office of the Registrar
100 Institute Road, Worcester, MA 01609
Ph: (508)-831-5211
Fax: (508)-831-5931

**Instructions:**

1) Complete Parts I and II
2) Discuss the reason with your academic advisor or class instructor-obtain appropriate signature for Part III
3) Petition will be reviewed based on extenuating circumstances
4) Obtain necessary supporting documentation
5) Submit the completed form to the Registrar's Office

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Part I Please Print:

Name:_____ Student ID: ___ ___ ___ ___ ___ ___ ___ ___ ___

Email:_____ Telephone: (_____)_____

Student Box#:_____ Major:_____Class:_____

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**Part II Please Print:**

## Reason for Petition

**(Please provide a clear and detailed explanation. If you need extra room, feel free to attach another sheet of paper)**

☐ Late Course/Project Change
☐ Waive Suspension
☐ Removal from Probation List
☐ Other _____

I request that: _____

_____

_____

Student Signature:_____Date:_____

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**Part III:**

## Advisor/Instructors Recommendation

**Advisor/Instructor Signature:_____ Date: _____**

Recommended action: _____Approved _____Disapproved

First Date of Attendance:_____ Last Date of Attendance:_____

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## Official Use Only

## Petition Results

_____Approved _____Disapproved _____Tabled _____Other

Comments_____

_____

_____

_____ _____ _____

Reviewed By Title Date