



Graduate Studies, 1080 AB, 4901 Evergreen Rd, Dearborn, MI 48128, Tel: (313) 593-1494, Fax: (313) 436-9156

PETITION FOR MODIFICATION OR WAIVER OF REGULATION

The regulations governing the Graduate School are approved by the Executive Board of the Graduate School and appear in the Rackham Academic Policies handbook (<http://www.rackham.umich.edu/policies/article/gsh>). Administrative officers of the Graduate School aid the departments and the Executive Board in implementing and overseeing the enactment of these regulations. If a student feels strongly that a particular regulation should be waived or modified, the student should specify, in writing, all pertinent information concerning the request for waiver. All requests must be reviewed and endorsed by the student's department/program graduate chairperson. If approved, the request should be directed to Academic Records and Dissertations. The student and the department/program will be informed of the final action. Please note that submission of petition does not guarantee approval.

Please fill in all required information

| | | | |
|-----------------|--|--------------------|--|
| Student Name | | Program Name: | |
| Student Address | | Student UM ID: | |
| | | Street No and Name | |
| | | Phone: | |
| | | E-Mail: | |

City, State, ZIP Code

PROCEDURES FOR SPECIFIC REQUESTS

1. *Request to retroactively add/drop or modify a course for a previous term:*
When adding/dropping or modifying a course for a past term, a drop/add form (signed by the course instructor and the graduate chair) must be attached.
2. *Request for extension of time to degree:*
A new deadline (month/year) should be specified along with an explanation of why the extension is needed. A timeline must be included. An additional memo from the department chair supporting this request and stating that the degree will still be "state-of-the-art" is also required.
3. *Request for graduate credit for an undergraduate course:*
This petition must include information about what additional work the student will do to be considered for graduate credit, and the course must be at least 400 level.

Use Space below to make your request.

| | | |
|--|---|--|
| Student Signature | Student Name Printed | Date: |
| Please Select One: | I support this petition <input type="checkbox"/> | I do not support this petition <input type="checkbox"/> |
| Instructor Signature | Instructor Name | Date |
| Graduate Chair/Director Signature | Graduate Chair/Director Name | Date |
| Graduate Studies Action (Check One) | Petition Supported <input type="checkbox"/> | Petition Not Supported <input type="checkbox"/> |
| Comments: | | |
| | | |

Rackham Signature

Date

Please submit printed form to your program office.