

Petition for Exception to Policies and Procedures



SANTA BARBARA
602 Anacapa Street
Santa Barbara, CA 93101
805-962-8179 · Fax: 805-962-4786

Please submit this form to your Advisor via your antioch.edu email account. Petitions concerning credit awarded changes will require approval of the course instructor, Program Chair, and Provost.

Student name: _____ ID#: _____

Advisor name: _____ Program: BA Education MACP MBA MFA PsyD

Term & Year for which Petition Applies: _____ Today's Date: _____

Course Number (if applicable): _____

Please list the policy or procedure for which you wish to request an exception:

(Example Policy: A course incomplete must be completed by the end of the subsequent term.)

Please list your requested exception to this policy or procedure:

(Example Exception: I would like to extend the incomplete deadline for my Summer 2013 course from 12/21/13 to 3/22/14.)

Please explain your reason for requesting an exception to the above policy or procedure:

Have you submitted a petition for exception to any academic policy before? Yes No

Reason for previous petition for exception to academic policy:

Student Signature*

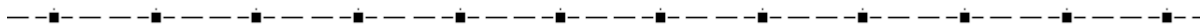
Date

*Note: Email approval is acceptable in lieu of a hard signature if provided via an antioch.edu email account.

<u>Instructor Decision:</u>	Approved	Denied
Reason:		
<hr/>	<hr/>	<hr/>
Instructor Signature*	Date	Instructor Name (Printed)

<u>Advisor Decision:</u>	Approved	Denied
Reason:		
<hr/>	<hr/>	<hr/>
Advisor Signature*	Date	Advisor Name (Printed)

<u>Program Chair Decision:</u>	Approved	Denied
Reason:		
<hr/>	<hr/>	<hr/>
Program Chair Signature*	Date	Program Chair Name (Printed)



**Petitions concerning fiscal changes or credit awarded changes must also receive approval of the Provost and Chief Executive Officer.*

<u>Provost Decision:</u>	Approved	Denied
Reason:		
<hr/>	<hr/>	<hr/>
Provost Signature*	Date	Provost Name (Printed)