

# Petition for Exception to Academic Policy



## Instructions

Use this form to request an exception to an academic policy found in the [Academic Catalog](#) or on the Antioch Policies (AURA) found on the university website (Antioch.edu). All sections need to be completed whether initiated by student or department. A submitted form does not guarantee the exception will be granted. Please save a copy of the fillable PDF prior to completing and submitting to the academic department. Approval will be emailed to the student's Antioch email address. Once signed by the student, the department will obtain signatures and forward the form to student services for processing. Further information may be requested. Please allow 3 weeks for processing. If you have any questions, please contact your academic department or Student Services at [studentservices.ane@antioch.edu](mailto:studentservices.ane@antioch.edu) or 603-283-2490.

## Student Information:

Student Name on School Record		Email address	@antioch.edu
Student AUeID		Telephone Number	
Enrollment/ Full or Part -Time		Program and Degree	

## Exception(s) Petitioned for (please check and complete all applicable options):

Term	Late ADD of course	Course Number & Section	Course Title	Instructor
Term	<b>Late DROP of course</b> Drop without a "W" Grade: Yes      No	Course Number & Section	Course Title	Instructor
Term	<b>Grade Change</b>	Course Number & Section	Course Title	Instructor
Term	<b>Leave of Absence</b> beyond allowable program maximum.	Financial Exception for academic policy request (if applicable)	Other	

## Reason for Exception (include all relevant information):

Student Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Program Director/Department Chair Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Academic Dean Signature: \_\_\_\_\_ Date: \_\_\_\_\_