

Please Print Clearly

<b>Name:</b>	<b>Class Year:</b>	<b>Date:</b>
<b>ID# :</b>	<b>Phone:</b>	<b>Campus Box #:</b>

**Faculty Advisor:**

\_\_\_\_\_

**I wish to petition to:**

(If course-related, please include course number and title.)

\_\_\_\_\_

**Are you an international student?**

Students must meet with Global Education when changing to part-time status.

**Are you a student petitioning to register for fewer than 12 credits?**

You must meet with an Advisor in the Filene Center to discuss the impact of under-enrollment for this semester, and to plan for making up the credits in a future term.

**Are you a student athlete?**

Student athletes are no longer eligible to engage with their sport when changing to part-time status. Students must meet with NCAA Compliance Officer in Athletics.

**Meet with Student Financial Services to discuss the impact if you plan to take fewer than 12 credits this term.**

**Are you a nursing student?**

You must meet with a nursing advisor before making course and program adjustments.

**If you are petitioning to withdraw from a course, the instructor must sign. Instructor Signature:**

\_\_\_\_\_  
(Typing your name constitutes your digital signature.)

**Reason for this petition:**

Exceptions to college policy are considered only in cases involving significant and documented extenuating circumstances. If this request seeks an exception (e.g. deadline) please explain the specific circumstances that you believe justify this request, including relevant dates and supporting information.

**Advisor Support:**

**Faculty MAP / Major Advisor Signature:**

\_\_\_\_\_  
(Typing your name constitutes your digital signature.)

**Committee Decision** (office use only):  Approved  Denied

Please note you will receive the committee decision via your Wheaton email account. Return the completed form to [academic\\_standing@wheatoncollege.edu](mailto:academic_standing@wheatoncollege.edu).