



OKLAHOMA CITY UNIVERSITY
STUDENT PETITION

(THIS FORM IS NOT FOR GRADE APPEALS)

This action is not official until the petition is received by the Registrar.
A copy of completed petition will be on file with the Registrar, Dean, and Advisor.

Name: Last First MI B #:
Major: GPA : Term:

Home Phone: Alternate Phone: E-mail:

Address: (Use space bar or click in box)
City: Currently attending OCU Yes No
State: If no, date of last semester attended OCU Year:
Zip: Term: fall spring summer I summer II

Reason for Petition: (attach additional sheet if necessary)

Proposed Solution: (attach additional sheet if necessary)

Table with 2 columns: Petitions requiring VPAA and dean's signature, Petitions that only require dean's signature. Lists various academic exceptions like substitutions, overloads, and credit exceptions.

If petitioning to take a course at another university, attach a photocopy of the course description to this sheet. Course descriptions can be found in that university's catalog or bulletin.
If the course is to be taken at another university and is a major requirement, it must be approved by your advisor.
Maximum credit hour load, whether a student is enrolled only at OCU or concurrently enrolled at OCU and another institution is established by each school. Please see your advisor for your school's restrictions.

Advisor's Comments: Dean's Comments:

Signature: Signature:
Date: Date: Approved Disapproved
Signature of VPAA, when required:

Date: Approved Disapproved
Received at Registrar's office by: Date: