



FENN COLLEGE OF ENGINEERING – STUDENT PETITION FORM

Process flow for this form: Student to Advisor then to the Office of Associate Dean for Academic Affairs

Student Name: _____ CSU Student ID: _____

Address: _____ City: _____ Zip: _____

Phone #: _____ Major Field: _____

Directions to Student:

1. Word your petition carefully and clearly, giving reasons for requesting the granting of this petition. **Your petition should be typed and attached to this cover page.**
2. If requesting a **LATE WITHDRAWAL (ONE YEAR TIME LIMIT)** the student must attach a statement from the instructor regarding performance and attendance on the date of request.
3. Take this petition to your faculty advisor for his/her recommendation. Your advisor will submit this petition to the ENGINEERING DEAN'S OFFICE.
4. Appropriate documentation must be attached in support of your petition.

I hereby certify that the statement in the attached document is true.

Student Signature: _____ Date: _____

Comment of Advisor: **Recommend:** _____ **Yes** _____ **No**

Please give reasons and return form to the Engineering Dean's Office, SH104.

Advisor's Name: _____ Signature and Date: _____

COMMITTEE DECISION: Approved: _____ Disapprove: _____

Additional Comments: _____

Signature and Date: _____