WASHKEWICZ 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:_______________________________________________________________________  

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________________________________________________________________________________________________

Signature and Date:________________________________________

Form: PL 103