



**The Graduate Council (CSU)**

**PETITION FOR EXCEPTION**

The Graduate Council meets the second Tuesday of each month (*except summer session*), unless otherwise notified. In order to make the agenda, approved petitions must be on file in the School of Graduate & Professional Studies no later than the Friday prior to the scheduled meeting. Students are strongly encouraged to follow up with their departments to ensure timely submission.

NAME \_\_\_\_\_ STUDENT ID# \_\_\_\_\_ PROGRAM \_\_\_\_\_

SIGNATURE OF STUDENT PETITIONER \_\_\_\_\_ DATE \_\_\_\_\_

**Requests for exceptions are not routinely granted. Students requesting an exception to established university policy must provide a detailed description of the particular circumstance as to why the request should be granted. Students who knowingly fail to abide by published policies and procedures are not considered valid applicants for exceptions.** (ATTACH SHEETS IF NECESSARY)

**TO THE ADVISOR:** YOUR SIGNATURE BELOW **DOES NOT** INDICATE AGREEMENT WITH THE CONTENT OF THE STUDENT'S PETITION. YOUR SIGNATURE ONLY INDICATES THAT YOUR DEPARTMENT HAS REVIEWED THE PETITION.

Graduate Advisor/Representative \_\_\_\_\_ Date \_\_\_\_\_ Department Chair \_\_\_\_\_ Date \_\_\_\_\_

Comments: \_\_\_\_\_

**ACTION OF THE GRADUATE COUNCIL:**

Approved     Not Approved

Signature for the Graduate Council \_\_\_\_\_ Date \_\_\_\_\_

Comments: \_\_\_\_\_