UNIVERSITY OF MINNESOTA MORRIS

Academic Policy Petition

INSTRUCTIONS:

1. Meet with a One Stop Counselor to discuss impacts that registration changes may have on financial aid and student account.
2. Complete the form where applicable and sign where indicated.
3. Submit this form to the Office of the Registrar, 105 Behmler Hall, on or before the last day of instruction.

Registration add/drop dates can be found here: https://onestop.morris.umn.edu/calendar

Please print clearly

ID Number:	Student Name *(last, first, mi)*		
Phone:	**Email:** @morris.umn.edu	**Are you an international student?** ☐ Yes ☐ No	**Are you a varsity athlete ?** ☐ Yes ☐ No

Please check the purpose for which you are using this form:

COMPLETE AREA A 1. ☐ to petition for an exemption or other accommodation to college or University academic policies (e.g. major/minor exceptions). Contact the Office of the Registrar (ummregistrar@morris.umn.edu) to determine what additional documentation may be required and whether your request is due by a specific date.
COMPLETE AREA B 2. ☐ to withdraw from ONE COURSE ONLY using the one-time late withdrawal, in which the student must submit this form on or before the last day of classes for the term. A W will appear on transcript.
COMPLETE AREA C 3. ☐ to enroll in more than the maximum number of credits allowed within a term (20 credits for fall and spring, 12 credits for summer).

AREA A: ACADEMIC POLICY PETITION

Briefly state what you are petitioning:
Provide an explanation or reason why your petition should be approved (attach a separate sheet if necessary):

Adviser, Faculty, or Discipline Recommendation (if applicable)	Date:

Please answer the following questions:

1.   Are you (or have you) participated in a varsity sport during the term of the course withdrawal?   ☐Yes   ☐No
       If **yes**, and you are dropping below 12 credits, please have the athletic director sign below.

2.   If you receive financial aid, have you checked to see how this withdrawal may affect your aid status? ☐Yes   ☐No

     I am requesting to use my one-time late withdrawal after the deadline for the following course:

Subject *(Hist)*	Catalog # *(1301)*	Term/Year *(Fall 2019)*

If you are a student athlete dropping below 12 credits, please obtain the signature of the Athletic Director, signaling their approval of your request.

Athletic Director Signature:_____   **Date:**_____

AREA C: EXCEED MAXIMUM CREDITS ALLOWED PER TERM (20 credits for fall and spring, 12 credits for summer).
If you are petitioning to enroll in more than the maximum number of credits allowed in a term, please list all courses for which you would like to enroll:

Subject *(Hist)*	Catalog # *(1301)*	Term/Year *(Fall 2019)*		Subject *(Hist)*	Catalog # *(1301)*	Term/Year *(Fall 2019)*

Include additional explanation to support your petition.

By signing below and submitting this petition to the Office of the Registrar, you are certifying that the information provided is true. Misrepresentation of facts may be sufficient cause, in and of itself, for automatic denial of this petition and may be in violation of the Student Conduct Code.

Student Signature:_____   **Date:**_____

For Office Use Only

	PSoft Updated:
Academic Policy Petition: ☐ Approve ☐ Deny	Initial_____ Date_____
One Time Discretionary Drop: ☐ Approve ☐ Deny	**PSoft Updated:** Initial_____ Date_____
Enroll in more than the maximum number of credits: ☐ Approve ☐ Deny	**PSoft Updated:** Initial_____ Date_____

Registrar Signature:_____   Date:_____