Petition to Subcommittee on Academic Standards

For an

Exception to Academic Policy or a Deadline

(Complete this form and return to [asc@dickinson.edu)](mailto:asc@dickinson.edu)

***NOTE: Petitions are for those RARE instances when an event such as illness or family emergency prevented you from meeting a policy or deadline.***

1. Your Name:

Anticipated Graduation Month/Year:

Today’s Date:

2. The rule, regulation or deadline to which you are requesting an exception. Please copy the full text from the Bulletin or other source (cite your source appropriately).

3. The action you wish the Subcommittee to take:

4. Provide in list form the dates and associated actions or events that are relevant to your request.

5. Based on the dates and associated actions provided in #4, why would it be reasonable to make an exception for you? **(*NOTE: Petitions are for those RARE instances when an event such as illness or family emergency prevented you from meeting a policy or deadline.)***

6. List the names of those persons who will be responding to your statement and their role in your situation (i.e., advisor, professor, etc). ***NOTE: Your academic advisor(s) must always respond.***

It is your responsibility:

* to provide every respondent with a copy of your petition and to discuss it with them so that they are fully informed.
* to ask them to respond to the petition. NOTE: A response is required and does not guarantee the respondent’s support for your petition.
* to inform remind them to email the response to [asc@dickinson.edu](mailto:asc@dickinson.edu).

Form revised 8/22/24