

ST. LAWRENCE UNIVERSITY

Guidelines for Academic Petition

1. Provide all your student information; don't leave any blanks.
2. Attach a TYPED letter that clearly and specifically lays out your academic plan for completing your outstanding units and other requirements, if relevant.
3. Sign and date your petition.
4. Please staple any documentation to the petition form. Include student name and student identification number on all documentation.
5. Submit petitions to the Registrar's Office.
6. Actions on Academic APPEALS may be forwarded the student's CMR or St. Lawrence University email account.

PETITION TO PARTICIPATE IN COMMENCEMENT

WITH GREATER THAN 2 UNITS OUTSTANDING

See reverse side for completion guidelines.

1. STUDENT INFORMATION

_____	_____	_____	_____
Email Address	Student ID	Student Name	
_____	_____	_____	_____
Class Year	Campus P.O.	Campus Telephone	Major(s)
_____/_____			
Anticipated Completion Term/Year			

2. ATTACH THE FOLLOWING:

- A typed letter that includes an explanation of your graduation status.
- Supporting documentation for a completion plan where possible (e.g. evidence of course enrollment(s) etc).

3. SIGN AND DATE.

Student Signature _____ Date _____

OFFICE USE ONLY BELOW THIS BOX

- APPROVED (Pending Final Grades)
- DENIED
- TABLED

- APPROVED (Pending Final Grades)
- DENIED
- TABLED

Associate Dean for Academic Advising

Chair Academic Petitions Committee

Date

Date

COMMENTS / TABLED CONDITIONS

Processed by: _____ Date _____ Notification of Decision: _____mail _____email

Note: Approval prior to the grade submission deadline is conditional upon successful completion of all currently registered courses. Failure in ANY course will require a second petition addressing the changes in the prospects for degree completion.