

# College of Liberal Arts and Sciences

Name \_\_\_\_\_ WSU ID \_\_\_\_\_ Date of Birth \_\_\_\_\_

Phone \_\_\_\_\_ Liberal Arts and Sciences Major \_\_\_\_\_

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Advisor Signature \_\_\_\_\_ International Student  VA Benefits

Your petition will not be considered without an LAS advisor's signature. This signature is not a guarantee of a particular decision from the faculty committee. Your results will be emailed to your WSU address

Part I: State in a single sentence your request. Common requests include readmission, late withdrawal or and waiver of graduation requirements. Be specific. For late withdrawals, include course names and semesters. For graduation requirements, identify the actual requirement for which you request an exception.

\_\_\_\_\_  
\_\_\_\_\_

If applying for readmission, please indicate which semester you wish to begin taking classes

Fall  Spring  Summer Year 20 \_\_\_\_\_

## OFFICE USE ONLY BELOW THIS POINT

<u>College Committee Decision</u>	<u>University Committee Decision</u>
APPROVE          DENY	APPROVE          DENY
_____	_____
_____	_____
_____	_____
_____	_____

## **Guidelines for Completing Your Petition**

**Advising:** Petition forms will not be presented to the committee unless you speak with an LAS advisor in Grainger Wilkie Hall, Room 115, and the advisor signs the form. This step is required to make sure you have been given proper guidance on the nature of your request, the contents of your justification letter and supporting documentation, and the possible ramifications if your request is granted. Please be aware that an advisor cannot guarantee any particular decision regarding your request; our office does not have the authority to approve or deny a petition.

**Delivery:** The petition form and your letter can be turned in to our office by mail, fax, email, or in person. If you do not turn in your petition in person, please call the LAS Advising Center at 316.978.4757 to confirm it has been received.