01A – STUDENT PETITION FORM

Academic

Student Information

Id Number: __________________________ Full Name: __________________________
First Name: __________________________ Last Name: __________________________
Phone: __________________________ Email: __________________________
Address: __________________________

Academic Information

Program: __________________________ Year: ________ Semester: ________ CGPA: ________

Academic Advisor:

First Name: __________________________ Last Name: __________________________

Reason for Request

<table>
<thead>
<tr>
<th>Late registration</th>
<th>Course exemption</th>
<th>Permission for Semester Leave</th>
</tr>
</thead>
<tbody>
<tr>
<td>Course add / drop</td>
<td>Course replacement</td>
<td>Course category change</td>
</tr>
<tr>
<td>Registration renewal</td>
<td>Minor program</td>
<td>Exchange programs</td>
</tr>
<tr>
<td>Other (please specify)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Please give detailed information below

Student’s Request and Explanation

(*) Attach required documents (if applicable)

Date: __________/__________/_________ Signature: __________________________

Final Decision of the Head of the Academic Board

Head of Academic Board: __________________________

Date: __________/__________/_________ Signature: __________________________

Archive Office Document Date and Number
The student’s application has been considered and

Comments:

Program Coordinator: ________________________

Date: ____________ Signature: ______________

(*) Attach the following documents.

☐ Student transcript (Program No. 32: http://oibs.metu.edu.tr)
☐ The student’s current registration status (Program No. 61: http://oibs.metu.edu.tr)
☒ Other required documents (if applicable)

Date: ____________ Signature: ______________