

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

<input type="checkbox"/>	Late registration	<input type="checkbox"/>	Course exemption	<input type="checkbox"/>	Permission for Semester Leave
<input type="checkbox"/>	Course add / drop	<input type="checkbox"/>	Course replacement	<input type="checkbox"/>	Course category change
<input type="checkbox"/>	Registration renewal	<input type="checkbox"/>	Minor program	<input type="checkbox"/>	Exchange programs
<input type="checkbox"/>	Other (please specify)				

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

Academic Advisor's Opinion

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(*) 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:

To be filled in by the program coordinator

The student's application has been considered and		Accepted	Rejected
Comments:			
Program Coordinator: _____			
Date: / /		Signature:	

For Office Use Only

Academic Board Decision Number (if applicable)	
<input type="checkbox"/> Student has been informed	
<u>Other Comments:</u>	
Date: / /	
Signature:	