

Email: \_\_\_\_\_

## PETITION TO THE FACULTY SYRACUSE UNIVERSITY

**DIRECTIONS:** COMPLETE THE PETITION AND OBTAIN THE REQUIRED SIGNATURES AS INDICATED BELOW.

**NAME:** (PRINT) \_\_\_\_\_ **SU ID** \_\_\_\_\_

**ADDRESS** \_\_\_\_\_ **TERM** \_\_\_\_\_

**COLLEGE/SCHOOL** \_\_\_\_\_ **CLASS** \_\_\_\_\_ **DATE** \_\_\_\_\_

I respectfully petition to take the following course(s) at \_\_\_\_\_ during the \_\_\_\_\_ 20\_\_ semester. An official description of the specified course(s) is attached. I request that the course(s) be accepted as follows:

<b>Courses to be taken</b>	<b>Cr</b>	<b>SU equivalent course</b>	<b>Cr</b>	<b>To fulfill what requirement</b>
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

In order to obtain transfer credit for the above courses, I am aware that I must obtain a grade of C or better in each course. I am also aware that courses taken Pass/Fail may not be considered for transfer credit. The REPEAT OPTION as stated in the General Rules & Regulations may not be fulfilled by transfer credit. In addition, grades from other colleges do not transfer, only the credit transfers. Repeating courses at other colleges will not affect your Grade Point Average.

Comments: \_\_\_\_\_  
\_\_\_\_\_

**AN OFFICIAL TRANSCRIPT MUST BE SENT FROM THE COLLEGE AT WHICH YOU TOOK THE COURSE(S) TO:**

**ATTN: College Recorder  
ECS – Student Records Office  
Syracuse University  
130 Link Hall  
Syracuse, NY 13244-1240**

\_\_\_\_\_  
STUDENT SIGNATURE DATE

**DO NOT WRITE ON OTHER SIDE USE ANOTHER PETITION IF NECESSARY**

**TO THE STUDENT: OBTAIN THE REQUIRED SIGNATURES IN THE GIVEN ORDER:**

**FIRST: ADVISOR** \_\_\_\_\_ **DATE** \_\_\_\_\_

**NEXT: DEPARTMENT CHAIR** \_\_\_\_\_ **DATE** \_\_\_\_\_

**LAST: DEAN** \_\_\_\_\_ **DATE** \_\_\_\_\_