

ACADEMIC PETITION

NAME _____ ID# _____ TERM _____ YEAR _____

LOCAL STREET ADDRESS _____ EMAIL _____

CITY/STATE/ZIP _____ TELEPHONE _____

Check if appropriate: I am a student athlete. I am an international student on an F-1 visa.

- Include a rationale explaining why you are petitioning an exception to academic policy. Include specifics that address the nature of your request.
- Additional signatures may be required according to the nature of the petition, e.g., Instructor, Financial Aid, Student Accounts, International Services, Athletics (see below).
- The Assistant Dean's Office will submit this completed form to the Registrar's Office.
- Submitted petition with decision will be posted to Document Tracking, viewable in the Student Portal.

I WISH TO PETITION (State the requested exception to academic policy):

STUDENT'S SIGNATURE: _____ Date: _____

ADVISOR'S SIGNATURE: _____ Date: _____

Additional Signatures, according to the nature of the petition:

_____ Date: _____
Other Office or Dept. Signature

Recommended Not Recommended

_____ Date: _____
Other Office or Dept. Signature

Recommended Not Recommended

_____ Date: _____
Other Office or Dept. Signature

Recommended Not Recommended

DECISION:

Approved Denied _____ Date: _____
Assistant Dean for Student Success

FOR OFFICE USE:

Date received by Registrar: _____

10/06/2017

PETITION TO REQUEST CREDIT/NO CREDIT (CR/NC) OPTION

(only an option Spring 2020 due to COVID-19)

NAME: _____ ID#: _____

In response to the COVID-19 crisis and the move to online instruction for the latter portion of the Spring 2020 semester, **MCU is permitting students until Friday, April 24 at 5PM to petition to earn a Credit/No Credit grade** in any full semester or second-half semester Spring 2020 course.

The Credit/No Credit (CR/NC) option will be applied after your final grade is issued at the end of the term. For each of your courses, indicate whether you prefer that a Letter Grade or a CR/NC grade be applied. If you select a CR/NC option, indicate the Letter Grade for which you would want to have CR/NC apply. For example, if I get a C in x class, I want the grade reflected as CR. Or, if I get an A in x class, I want the letter grade reflected. Or, if I get an F in x class, I want the grade reflected as NC. It is very important to communicate with your advisor for each choice if you chose the CR/NC option. This form must accompany an [Academic Petition](#) to request a change in grading.

COURSE: _____ **LETTER GRADE** (I will accept the letter grade regardless)
 CR/NC GRADE (check off preference below)

I request a **CREDIT GRADE** if I earn this grade (check all that apply, for any unchecked you will accept that letter grade if given):
A A- B+ B B- C+ C

I understand that I will receive a **NO CREDIT GRADE** if I earn a: C-, D+, D, D-, or F

COURSE: _____ **LETTER GRADE** (I will accept the letter grade regardless)
 CR/NC GRADE (check off preference below)

I request a **CREDIT GRADE** if I earn this grade (check all that apply, for any unchecked you will accept that letter grade if given):
A A- B+ B B- C+ C

I understand that I will receive a **NO CREDIT GRADE** if I earn a: C-, D+, D, D-, or F

COURSE: _____ **LETTER GRADE** (I will accept the letter grade regardless)
 CR/NC GRADE (check off preference below)

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COURSE: _____ **LETTER GRADE** (I will accept the letter grade regardless)
 CR/NC GRADE (check off preference below)

I request a **CREDIT GRADE** if I earn this grade (check all that apply, for any unchecked you will accept that letter grade if given):
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I understand that I will receive a **NO CREDIT GRADE** if I earn a: C-, D+, D, D-, or F

Student Signature

Date