

An undergraduate academic petition is a formal request for consideration to waive a Faculty regulation or deadline and may not be used to create legislation.

Note:

Incomplete Petition submissions will not normally be processed. You must ensure that all required petition documents and supporting documents are submitted together in one package. Incomplete petitions may be cancelled and you will be notified via e-mail.

Late petition submissions will not normally be processed. Please refer to important dates for petition deadlines.

You, the student are responsible for knowing the regulations, requirements and deadlines; ignorance of these will not be accepted as reasonable grounds for granting or accepting a petition.

Student Information

Student Number

Home Faculty

Last Name

First Name(s)

email

Phone Number

Keep Your Information Up-to-date. Make sure York has your current contact information. Visit the Registrar's Office web site <http://www.registrar.yorku.ca/index.php> and select Change My Profile under My Student Records to confirm or update your information.

All correspondence regarding this petition will be sent to your current email address on record.

I am Graduating this year in: June October Not graduating this year

My current Academic Status is: In good Standing Required to Withdrawal Debarred Not eligible to continue program Enrolment Blocked Failed to Gain Standing

Petition Type

Petition Grounds

Documents Checklist	Included	Office Use
Undergraduate Academic Petition Form (mandatory for all petition types)		
Late Withdrawal/Course Drop Form	<input type="checkbox"/>	
Course Performance Summary (CPS) - (mandatory for each course being petitioned)	<input type="checkbox"/>	
Attending Physician's Statement - (required for Medical grounds)	<input type="checkbox"/>	
Counselling & Disability Services - Counsellor Statement	<input type="checkbox"/>	
Petition Letter	<input type="checkbox"/>	
Enrol Late Petition Form (Must be signed by Instructor)	<input type="checkbox"/>	
Deferred Standing Agreement (if refused by instructor)	<input type="checkbox"/>	
Other Supporting Documentation:	<input type="checkbox"/>	

I declare that the information on this form and all statements in the attached petition and supporting documentation are true, complete and accurate. I understand that any misrepresentation of this information may lead to a charge of breach of academic honesty. I consent to the disclosure by York University of personal information including the information I have given on this form and the associated supporting documentation to members of the petitions adjudicating committees and associated administrative staff.

I confirm that **all** the necessary supporting documentation for my petition is enclosed.

I confirm that I have read and understand the deadlines for submitting a petition and that late submissions will only be considered in extreme cases where accompanied by documented justification for lateness.

Date (mm/dd/yy)

Student's Signature

Protection of Privacy: Personal information in connection with this form is collected under the authority of the York University Act, 1965. The information will be used to process and adjudicate your petition or appeal and for related record-keeping purposes. If you have any questions about the collection, use or disclosure of this information by York University, please contact the Manager, Student Client Services, W120 Bennett Centre for Student Services, 416-872-9675.

