



Petition for Exception

Please be sure that you have the required signatures from your Department before the form is submitted to the Office of Graduate Studies, RFC-215

Sac State ID: _____

Telephone: _____
(Area Code)

Legibly **PRINT** name and address below:

Class Level (check one):

First Name Last Name

Graduate - Indicate name of degree program:

Street Address / Apt

Doctorate - Indicate name of degree program:

City State Zip

Advisor:

Print Name

Print Name

Committee Members:

Print Name

Print Name

Course Substitutions: Previous Course / Units: _____
New Course / Units: _____

Request for Graduate Credit - Excess undergraduate courses must be in excess of Bachelor's degree; no more than six (6) units are allowed to be used towards a Master's degree. Excess undergraduate courses must have been taken during the last semester as an undergraduate. List course name, number, and unit value (i.e., CE232 - Stability of Structures, 3 units):

Course Name	Course Number	Units
_____	_____	_____
_____	_____	_____

Change from (check one):

- Thesis to Project
- Thesis/Project to Comprehensive Exam
- Project to Thesis
- Comprehensive Exam to Thesis/Project

Change in Special Major Adviser or Committee. **New committee members must print & sign in the approval section below.**
Previous Committee Member(s): _____
New Committee Member(s): _____

Change in Dissertation / Thesis / Project Advisor. Previous and new member must print & sign in the approval section below:
 Previous Dissertation/Thesis/Project Advisor: _____ Date: _____
 New Dissertation / Thesis / Project Advisor: _____ Date: _____

Other Exceptions: _____

Student's Signature: _____ **Date:** _____

DEPARTMENT APPROVAL

Petition: Approved Denied

Faculty Advisor Date

** Faculty Advisor Date

* Graduate Coordinator Date

* Signature must be a tenure or tenure-track faculty member. ** Second Advisor and Faculty Sponsor signatures required for Special Majors candidates only.

OFFICE OF GRADUATE STUDIES APPROVAL

Graduate Dean: _____ Date: _____

Comments: _____