

PETITION TO THE FACULTY
SYRACUSE UNIVERSITY

E-Mail Address _____@syr.edu

DIRECTIONS: COMPLETE THE PETITION AND OBTAIN THE REQUIRED SIGNATURES AS INDICATED BELOW. PLEASE ALLOW 5-7 BUSINESS DAYS FOR REVIEW.

NAME (PRINT) _____ SUID # _____
ADDRESS _____
HOME COLLEGE _____ CLASS STANDING _____ DATE _____

I RESPECTFULLY PETITION TO TAKE THE FOLLOWING COURSE AT AN ACCREDITED COLLEGE OR UNIVERSITY OTHER THAN SYRACUSE UNIVERSITY.

NAME OF COLLEGE/UNIVERSITY WHERE COURSE OFFERED _____ DURING _____
NAME OF COURSE _____ COURSE PREFIX & # _____ FOR _____ CREDITS*

**Actual credit hours determined by official transcript*

I AM REQUESTING THAT THE COURSE BE ACCEPTED AS A (AN):

LIBERAL ARTS CORE REQUIREMENT IN ...

(Courses must be equivalent to three semester credit hours to count toward the core)

- Writing Studio
- Math/Quantitative Skills
- Language
- Humanities
- Social Science
- Natural Science

MAJOR REQUIREMENT AS ...

(Any course petitioned as a major requirement must be approved by the Major Department first)

- Equivalent to a specific course
(Please specify course) _____
- Upper division elective in major
- Lower division elective in major

MINOR REQUIREMENT AS ...

(A maximum of 3 credits may transfer towards a minor requirement. Any course petitioned as a minor requirement must be approved by the Minor Department first)

- Equivalent to a specific course
(Please specify course) _____
- Upper division elective in minor
- Lower Division Elective in minor

ELECTIVE CREDIT ONLY

(A maximum of 24 credits of Non-A&S coursework may apply toward your degree program. It is the student's responsibility to check his or her records.)

- A&S Elective
- Non-A&S Elective

- You must earn at least a grade of **C** in order for your coursework to transfer.
- The credit hours only will be accepted. Appropriate credits will be applied to your Syracuse University record if your cumulative GPA at SU is at least 2.00
- You may not transfer credits if the same or duplicate course has been completed at Syracuse University. The Repeat Option for flagging grades may not be fulfilled by transfer credit.
- Graduating seniors: Please be sure to review the Degree Certification Deadline Dates on Advising & Career Services website

An official transcript must be sent from the institution directly to:

The College of Arts and Sciences
Advising & Career Services
323 Hall of Languages
Syracuse, NY 13244-1170

Comments: for office use only

BE SURE TO ATTACH A COURSE SYLLABUS, NOT JUST A COURSE DESCRIPTION. PETITION WILL NOT BE REVIEWED WITHOUT A COURSE SYLLABUS.

MAJOR/MINOR DEPT. CHAIRPERSON _____ DATE _____
HOME COLLEGE DEAN _____ DATE _____
STUDENT _____ DATE _____