

[For Students pursuing USC degrees only-NOT FOR AU STUDENTS]

University of the Southern Caribbean
ACADEMIC PETITION FORM
Note: Use one form per request

Semester: [] 1st [] 2nd [] 3rd School Year: _____ Date Submitted to Advisor _____

Legal Name (First	Middle	Last	USC ID #

Current mailing Address:

_____ Phone: _____ Email: _____

Academic Degree: [] BBA [] BS Major: _____ Minor: _____ Bulletin Year: _____

2nd Degree: [] BBA [] BS Major: _____ Minor: _____ Bulletin Year: _____

Request: [] Substitution of Credits [] Waiver of Credits [] Modification of Transfer Credits [] Other

Classification of Credits to be Substituted/Applied [] Earned [] Transfer [] Credit by Exam [] Extension School [] A-Level Substitution

Supporting Evidence Attached: { } Diploma/Certificate [] Transcript [] Letter [] Other _____

Details: The requirement I would like to have substituted/waived is printed on page _____ of the _____ USC Bulletin.

REQUEST: (A COMPLETE STATEMENT INCLUDING COURSE NUMBERS AND TITLES).

REASON:

[] Recommended [] Denied _____ (Advisor) Date _____

[] Recommended [] Denied _____ (Dept. Chair) Date _____

[] Recommended [] Denied _____ (Faculty Dean) Date _____

USC ACTION			
[] Approved as Recommended	[] Approved with Changes	[] Denied	[] Other (See Below)
Comments from Registrar/Designee:			
Date _____		Signature of Official _____	