

Division of Music Education/Music Therapy

In House Student Petition

Read and type a response for each of the following items. The typical time frame for resolution of petitions is 4 weeks. The student is responsible for submitting a complete petition with the advisor monitoring its progress through the system.

Student's Name: _____ KUID# _____ Maiden Name: _____

Address: _____ Phone: _____

Email: _____

Current Major: _____ Last semester enrolled in current program: _____

Hours needed to complete degree: _____ GPA in current program: _____

Date the original time limit expires (if applicable): _____ Initial expected graduation date: _____

Petition Abstract:

Provide a brief statement of exactly what you are asking the committee to approve. Indicate course number(s) and title(s) when appropriate.

Petition Rationale:

Describe reason(s) for your request:

Student's signature _____ Date submitted _____

Advisor's Recommendation:

Approve _____ **Deny** _____

Advisor's signature: _____

Date _____

Advisor: Send form to Division Director.

Division Director's Recommendation:

Approve _____ **Deny** _____

Department signature: _____

Date _____

Division: Send to Division Curr. Committee

Decision of Division Curr. Committee: (if applicable)

Approve _____ **Deny** _____

Curr. Comm. Chair's signature: _____

Date _____

Division Curr. Committee: Copy form and send to student, original to file.

cc: student
student file